



<b>DOCUMENT TYPE</b>	<b>P</b>	
<b>ADMINISTRATIVE</b>	<b>5</b>	
<b>HUMAN RESOURCES</b>	<b>3</b>	
<b>OCCUPATIONAL HEALTH &amp; SAFETY</b>	<b>1</b>	
<b>NUMBER</b>	<b>001</b>	
		Policy Database Document Reference Number <b>531001P</b>

## OHS REHABILITATION POLICY

<b>Purpose/ objectives</b>	To promote occupational rehabilitation for injured employees to enable an early, safe and durable return to work
<b>Scope/ Application</b>	All University employees
<b>Policy Statement</b>	<p>La Trobe University is committed to actively promoting and providing occupational rehabilitation and return to work services for all employees with injuries or illnesses that may affect their employment.</p> <p>Rehabilitation will be achieved through</p> <ul style="list-style-type: none"> <li>• The nomination of a Return to Work Coordinator</li> <li>• The nomination of approved rehabilitation providers</li> <li>• Ensuring that effective procedures are in place to support occupational rehabilitation</li> <li>• Ensuring that rehabilitation services and return to work activities commence immediately, or as soon as is necessary to ensure the earliest possible return to pre-injury employment</li> <li>• Ensuring that suitable duties, including modified or alternate duties, are made available where practicable to assist the injured employee to remain at work or to return to work at the earliest opportunity</li> <li>• Maintaining a register of injuries</li> <li>• Maintaining the confidentiality of information relating to employees participating in occupational rehabilitation in accordance with privacy legislation.</li> <li>• Ensuring that a rehabilitation program is voluntary and does not prejudice an injured worker.</li> </ul>
<b>Supporting Procedures</b>	Rehabilitation and Return to Work Procedure
<b>Responsibility for implementation</b>	Executive OHS Committee
<b>Responsibility for monitoring implementation and compliance</b>	Executive Director, People and Culture
<b>Status</b>	Revised Content. Prior approval - Executive OHS Committee 3/2006. The implementation of the latest version of this policy supersedes all previous

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	versions of this policy.
<b>Key stakeholders</b>	Executive OHS Committee.
<b>Approval Body</b>	University Council, 3 August 2009, C09/94(M), Minute 392.9.3
<b>Initiating Body or person(s)</b>	Division People and Culture, Workplace Environment and Wellbeing (OHS)
<b>Definitions</b>	<p><b>Rehabilitation:</b> Process of restoring those who are ill or injured to the fullest physical, psychological, social, vocational and economic usefulness of which they are capable.</p> <p><b>Return to Work Coordinator:</b> Nominated person(s) who advise employees and the workplace in regards to Occupational Rehabilitation and Workers Compensation</p>
<b>Related legislation</b>	Workers Compensation Act 1958 Accident Compensation Act 1985
<b>Related Policy and other documents</b>	OHS Policy
<b>Date Effective</b>	3 August 2009.
<b>Next Review Date</b>	August 2013
<b>Keywords</b>	Rehabilitation, Return to Work Coordinator.
<b>Owner/Sponsor</b>	Executive Director, People and Culture
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