QueenslandGlass

Rehabilitation & Return to Work Policy

Our Company is committed to assisting injured workers to return to work, as soon as medically appropriate, in the event of a work related injury or illness and will adhere to the rehabilitation Acts, Regulations and Codes of Practice for the relevant State or Territory.

Management supports the Injury Management process and recognises that its success relies on the active participation and cooperation of the injured worker, their treating doctor and the employer. In the event of a workplace injury or illness, our company will follow the steps outlined in the Rehabilitation & Return to Work Procedure (HR06P).

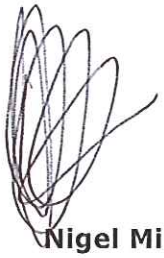
We value early reporting of injuries so that the Incident Management Procedure (HS09P) can be applied at the earliest opportunity.

Whenever possible, suitable duties will be arranged internally having regard for the injured worker's medical restrictions. Where this is not immediately possible, we remain committed to ensuring injured workers achieve the most appropriate return to work outcome.

We aim to:-

- Provide a safe and healthy work environment; however, where an injury or illness is sustained at work we will endeavour to action this incident as per the Accident/Incident & Injury Management and Rehabilitation & Return to Work Procedures.
- Provide appropriate/suitable duties to injured or ill worker to facilitate their safe and early return to work. These duties must be consistent with the current medical certificate and will be time limited.
- Respect the confidential nature of medical and rehabilitation information and ensuring there will be both verbal and written confidentiality.
- Ensure that all workers are aware that, in the event of injury or illness, they will be consulted to ensure that a structured and safe return to work plan is developed.
- Comply with the appropriate State and Territory legislative obligations with respect to the standards for rehabilitation.
- Adopt a multidisciplinary approach to rehabilitation as required.
- Review this policy and the associated procedures annually to ensure it continues to meet legislative requirements and the needs of all parties.

Our workplace Rehabilitation & Return to Work Procedure has been developed to support this policy. The procedures define key terms, describe key roles and outline steps in the return to work process.



Nigel Mills
Managing Director

Date: 02/08/2013