

SMS 1.2 – Injury Management Policy

Waverley Council recognises that there are substantial benefits to be gained from an early return to work after a workplace injury, illness or disease has occurred.

Experience shows that injury management assists the healing process and helps restore the workers normal function sooner. Injury management involves early provision of timely and adequate services, including a selected duties and return to work program:

- to maintain injured or ill employees at work or
- to ensure the worker's earliest possible return to the workplace or
- to maximise the worker's independent functioning if return to work is precluded.

This policy has been developed in consultation with employees and forms part of the organisation's rehabilitation procedures.

The Council is committed to providing a safe and healthy workplace, in accordance with its Work Health and Safety Policy, however in the event of a workplace injury or illness will ensure:

1. injury management is started as soon as possible and in accordance with medical advice.
2. the confidential nature of the injury / illness is respected and maintained in accordance with medical confidentiality guidelines.
3. that information pertaining to a workplace injury or illness is obtained from a medical practitioner only after verbal or written consent has been obtained from the employee concerned.
4. that all employees are aware that, in the event of workplace injury or illness, that they will be consulted to assist in the development of their rehabilitation plan. This will ensure that a structured and safe return to work will apply.
5. suitable duties that are medically approved and time limited are made available to injured / ill employees to facilitate their safe and early return to work.
6. that all employees who are deemed fit for suitable duties by a medical practitioner will be expected to perform duties as determined by certificate and during supervised business hours to enable Council to adequately ensure the employees health and safety and enhance the injury management process. It is acknowledged as part of this agreement that this may require employees to move from a task based role to an hours' based role during the course of their injury management program until they are deemed fit for pre-injury duties.

This policy will be reviewed annually to ensure that it continues to meet legislative and organisational requirements.



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1 Document Control History

Issue Number	Prepared/Revised by and Date	Amendments made	Approved By and Date
1	Risk & Safety Manager, Oct 2009	Legislation	General Manager, Oct 2009
2	Risk & Safety Manager, Dec 2012	Legislation	General Manager, Dec 2012
3	Risk & Safety Manager, July 2013	Self Insurance NAT	General Manager, January 2014
4	Risk & Safety Manager, Dec 2014	Nil	General Manager, December 2014