

# Palm Island Aboriginal Shire Council

## POLICY STATEMENT

SUBJECT: Work Place Rehabilitation.

AUTHORITY: Council of the Whole

PURPOSE: To promote an early recovery from injury or illness and when possible, to assist employees to remain in their normal position or alternative duties which suits their capabilities.

POLICY: To supply support to the injured/ill employee and his/her family.

To encourage early and successful rehabilitation to gain the maximum health and well-being of the employee, utilising selected duties of his/her normal position or alternative duties.

To integrate the ill or injured person successfully back into the workforce with minimum disruption to either the employee or the Council.

To provide occupational rehabilitation for all employees who sustain an illness or injury at work.

To provide alternative duties that:-

- will not aggravate any illness/injury;
- are useful and satisfying
- offer a graded return to normal duties
- are not to be considered a permanent job change;
- will be offered in consultation with the treating doctor;
- will be reviewed regularly to match employees rehabilitation progress;
- includes appropriate training where necessary.

Council's Work Supervisor will be responsible for the management of the rehabilitation program and with consultation with staffs and their full co-operation, to ensure correct management of individual programs.

To maintain contact with both the ill or injured employee and the treating Medical Officer to ensure an appropriate return to work is facilitated.

To create employee awareness of the Policy and to acquaint the Medical Adviser that Council has a Rehabilitation Policy.

To encourage employees to inform the Works Supervisor of illness/injury as soon as practicable.

DELEGATION: Authority in respect of this Policy is hereby delegated to the Chief Executive Officer.

RESOLUTION DATED: May 2010