



# All Aspects

RECRUITMENT & HR SERVICES

## Injury Management, Rehabilitation, OHS & Safety Policy

### Injury Management & Rehabilitation

All Aspects Recruitment & HR Services is committed to injury prevention programs in the workplace to achieve the All Aspects Recruitment & HR Services Vision and Mission and the ultimate goal of zero harm.

This is achieved by:

- Providing employees with information and instruction on their rights and responsibilities regarding claims for workers' compensation, rehabilitation and return to work.
- Ensuring the process of workplace rehabilitation is commenced as soon as possible following an injury and in accordance with medical advice and relevant legislation.
- Ensuring employees are provided with access to appropriate medical treatment following a workplace injury and/or illness that incorporates early assessment and the involvement of rehabilitation specialists when required.
- Providing an injured employee with meaningful suitable duties where practicable as an integral part of the workplace rehabilitation process and ensuring that return to work is achieved as soon as possible by an injured employee.
- Consulting with employees and where applicable their nominated representative to ensure that the workplace rehabilitation program operates effectively, including regular consultation throughout the injury management process.
- Ensuring the employee will not be disadvantaged by participation in a workplace rehabilitation program.
- Ensuring the security and confidentiality of records in relation to claims, rehabilitation and personal medical information obtained in order to manage workplace injury and/or rehabilitation.
- Facilitating effective communication through the dissemination of relevant information to all staff and employees.
- Maintaining a positive injury management culture through encouraging active participation in the early intervention and return to work process.

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