



two ways :: one outcome

Workers Compensation and Rehabilitation Policy

REFERENCE NUMBER:	Policy 59 (P 59)
ORGANISATION UNIT:	Director Finance and Corporate Services
RESPONSIBLE POSITION:	Chief Executive Officer
RELEVANT DELEGATIONS:	Nil
DATE ADOPTED:	December 2014 (CRN 143/2014)
REVIEW DATE: Three years	December 2017

Objectives:

The objective of this policy is to regulate how the Regional Council manages workers' compensation claims and injury management provided to all its Workers, Managers and Executives in order to ensure that they are consistent with relevant legislations.

Legislation and Reference:

- NT Local Government Act,
- NT Work Health and Safety (National Uniform Legislation) Act 2011
- Central Desert Regional Council's current and subsequent Enterprise Agreement
- NT Workers Rehabilitation and Compensation Act
- NT Workers Rehabilitation and Regulations
- Fair Work Act 2009 as amended
- Disability Discrimination Act 1992 (Cth)
- Equal Opportunity for Women in the Workplace Act 1999 (Cth)
- CDRC EEO policy
- Australian Human Rights Commission Act 1986

Scope:

This policy applies to all the Regional Council's workers, Managers and Executives where it is a work related injury.

Definition:

Worker means any person who has entered into or works under a contract of service. The definition of a 'worker' covers; a full-time employee on a wage or salary, part-time, casual, seasonal employee, an employee who has been assigned to work within the Regional Council, an apprentice or trainee, a student gaining work experience, a volunteer, managers and Executives.

Policy:

1. Council believes that work is the most effective means to improving and maintaining the well being of individuals and their families and communities.



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2. A worker must notify their immediate supervisor of their work related injury, verbally or in writing by completing the CDRC incident/accident form, within 24 hours or as soon as practicable.
3. So far as is reasonably practicable, Council will endeavour to offer suitable employment and accommodate the injured worker when the worker has been certified fit to return to work to perform appropriate duties.
4. The Regional Council aims to achieve high standards of performance and to utilise its resources in a financially responsible and sustainable manner. This will be achieved by assisting injured or ill worker return to work as soon as medically appropriate with adherence to the requirements of the NT Workers Rehabilitation and Compensation legislation.
5. The Regional Council aims to efficiently manage workers' compensation claims and to provide effective injury management for staff experiencing work related injuries, illness or disability.
6. A worker's return to work file is restricted to those with a legitimate need to know. The person/s with a right to access the workers file will be those:
 - a. who have direct responsibility for coordinating, monitoring or providing return to work services to injured workers such as HR and the workers' immediate Manager/Director.
 - b. involved in providing clerical and administrative support for the injured worker/s such as HR and payroll.
7. CDRC will not disclose information about the physical or mental condition of the injured workers unless the disclosure is required for the prescribed obligations.
8. Workers, Managers and the Executive Management Team must not treat any worker less favourably at work because of their illness or injury or allow them to be treated less favourably by others.
9. Where appropriate and as prescribed, Council will pay an appropriate salary or wage for any alternative or modified duties that the injured worker is certified to perform.
10. Procedures that will support this policy will be updated by management as required.
11. Only HR will deal with all external communications after liaising with the relevant Worker's Director and Manager.
12. In addition to the Worker having a responsibility for complying with reporting and medical compliance obligations the following management positions are also responsible for implementation and compliance monitoring of the policy in their work areas:
 1. Director and
 2. Regional Services Manager/Council Services Managers/Managers or their delegate/s.

HR team will partner and support all in fulfilling this obligation.

History:

This is a new policy