

# Shaw's Truck Repairs Pty Ltd

## Injury Management Rehabilitation Policy

It is the aim of Shaw's Truck Repairs Pty Ltd to minimise the impact of injury to its employees and other persons by providing the resources for a planned and systematic approach to the management and continuous improvement of the workers rehabilitation and compensation process.

In the event of a workplace injury or illness, Shaw's Truck Repairs is committed to ensuring that employees are provided with timely and equitable claims management together with effective rehabilitation and return to work opportunities within their functional capacity. Shaw's Truck Repairs will also ensure that employees have access to their legal entitlements for workers compensation.

This is achieved by:

- Providing employees with information and instruction on their rights, responsibilities and accountabilities 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
- Establishing and maintaining legislative compliance for rehabilitation, as well as claims for Self Insured Business Units, in all states and territories where applicable
- Facilitating effective communication through the distribution 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

Peter Shaw  
Director