

# Do you know you are entitled to:

## Medical and Like Services

Details of services see Ch 10.5 Online Claims Manual:

[www1.worksafe.vic.gov.au/vwa/claimsmanual/default.htm](http://www1.worksafe.vic.gov.au/vwa/claimsmanual/default.htm)

## Suitable employment which includes:

- the same as or equivalent to the position the injured and/or ill nurse held prior to injury;
- where employer cannot provide suitable employment, participate in return to work in suitable employment at another place of employment

Choose medical practitioner and allied health professionals, and where not happy with their services to change providers

Be provided a choice of 3 occupational rehabilitation providers

For a period of 52 weeks, be provided your pre-injury role or equivalent role with pre-injury employer

Seek Representation, including legal and union representation

Be provided safe, durable and meaningful return to work duties

Actively participate in Return to Work Program where it is reasonable

Be treated fairly and in a non-discriminatory manner

Have communicated to you the roles, rights and responsibilities for rehabilitation and return to work for each party

Request occupational rehabilitation services, including aids and equipment, and household services

Access vocational rehabilitation



# Injured at Work?

## Advice for Injured and/or Ill Nurses

**Report the Injury.** If no one knows about the injury, no one can support and assist you while you recover

## What do I need to do?

- As soon as you become aware report your injury
- Complete an Incident Report
- Lodge a workers compensation claim if you require any treatment or time off work
- Actively participate in the development, application, monitoring and review of your return to work plan
- Understand the importance of rehabilitation in aiding your recovery
- Ask questions if you are uncertain at any time
- Seek advice from your ANF Organiser/Job Representative/Health and Safety Representative

## What does my employer/manager need to do?

- Provide a safe work environment
- Promote early notification of injury/incident and claim lodgement
- Manage workplace injury and assess ongoing risks
- Explain your entitlement to workers compensation, rehabilitation and other services
- Provide, sustainable, safe, durable and meaningful return to work duties
- Consult with you in the development, monitoring and review of your return to work plan
- Educate the workforce on consequence of injury/illness, workers compensation and rehabilitation and return to work

## What does my medical practitioner need to do?

- Diagnose your injury/illness and communicate this to you
- Determine appropriate treatment and management of your injury/illness

- Provide to you an expected timeframe for recovery from your injury/illness
- Explain the impact of medication on your ability to function in general and for return to work
- Respond to requests for information in a timely manner
- Work with you and your employer's/manager's return to work coordinator in the development, monitoring and review of your return to work plan
- Following your consent, respond to requests for information in a timely manner, preferably when you are present
- Assist you in accessing appropriate rehabilitation services

## What does my employer's/manager's WorkCover agent need to do?

- Determine liability of your workers compensation claim
- Provide ongoing management of your claim
- Communicate to you your workers compensation entitlements
- Approve your treatment in a timely manner

## What does my employer's/manager's return to work coordinator need to do?

- Develop and maintain relationships with you, your NUM/ANUM, your medical practitioner and other stakeholders
- Coordinate return to work in the workplace
- Explain to you the return to work process, and your rights and responsibilities for return to work
- Explain to you your employer's roles and responsibilities for return to work
- Develop, monitor and review with you, your NUM/ANUM, and your medical practitioner the return to work plan
- Identify sustainable, safe, durable and meaningful return to work duties

## Return to Work Plan

You and your employer have legislative obligations for return to work, and when you lodge a workers compensation claim you are making a commitment to actively participate in return to work where it is reasonable. Your employer has a legislative obligation to actively support, assist and facilitate your return to work. It is important that your employer works with you and your medical practitioner. Your ANF Organiser can assist and support you through the return to work process. To ensure this is to your benefit we would recommend contacting your ANF Organiser at the time you lodge your workers compensation claim.

## Want more information?

- Contact your employer's return to work coordinator and/or OHS department.
- Contact ANF Information Line on 03 9275 9333 or 1800 133 353 (a free call for country members).
- Contact WorkSafe Advisory Service on Freecall 1800 136 089.

This brochure is an initiative of the Australian Nursing Federation (Victorian Branch) Nurses Return to Work in Hospitals Project.

For further information on the Project, contact:

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