

COURSE INFORMATION SHEET

Introduction to Return to Work Coordination

Duration:	Two days
Cost:	\$616.00 (including GST)
Date:	Tuesday 21 st and Wednesday 22 nd November, 2017
Day 1:	8.45am to 4.30pm
Day 2:	9:00am to 4.30pm
Venue:	81 Lynch Street, Young
What to Bring:	All course material is provided Morning / afternoon tea provided

TRAINER:

Wendy Bowman; Rehabilitation Counsellor, WorkCover Accredited Trainer.

ACCREDITATION:

The course has been developed as an accredited training package by WorkCover. Certificates will be issued to participants who attend and participate in the training.

VOCATIONAL OUTCOMES:

Participants to develop basic skills and knowledge in the management of workplace injuries.

TARGET GROUP:

Category 1 employers - Return to Work Coordinators with little or no experience and for those who have not previously completed a WorkCover Return to Work Coordinator Course.

A Category 1 employer is an employer who:

- Has a base tariff premium which exceeds \$50,000 pa, or
- Is self-insured, or
- Is insured with a specialised insurer and employs more than 20 workers.

LEGISLATIVE REQUIREMENTS:

Category 1 employers must employ or contract their own trained Return to Work Coordinator. The coordinator is to be someone employed by the employer, or someone engaged specifically for that purpose. Attendance at this course provides the Return to Work Coordinator with the necessary training.

COURSE CONTENT:

- Components of Return to Work Programs
- Role of the Return to Work Coordinator.
- Injury Management Concepts
- Working with key players, including Doctors
- Role of the Insurer
- Benefits for injured workers
- Developing a return to work plan
- Dispute prevention and resolution
- Guest Speaker – Return to Work Coordinator experience