

Injury Management Policy

At **Cadden Crowe** we are committed to ensuring that an employee who suffers an injury, illness or disease, which is substantially contributed to by their work, is provided with appropriate financial and injury management services.

Cadden Crowe is committed to the prevention of injury, illness and disease for our Administrative Staff, Consultants and Contract workers (refer to POL 01 OHS Policy).

Cadden Crowe, our clients and employees must work together to achieve this objective and assist our employees achieve the best possible outcomes following the incidence of injury, illness or disease.

Principal Responsibilities

The Principal is responsible for the following:

- Ensuring compliance to state legislative requirements under the New South Wales Workers Compensation Act 1987 and Workplace Injury Management and Workers Compensation Act 1998, Victorian Accident Compensation Act 1985 (as amended 2004), WorkCover Queensland Act 1996 and Workers' Compensation and Rehabilitation Act 2003 and the Western Australia Workers' Compensation (Common Law Proceedings) Act 2004 (CLPA);
- Advising employees of their responsibilities under their relevant state legislation;
- Developing and implementing return to work programs to assist in achieving expedient return to work for injury, illness or disease;
- Consulting with employees and other parties where appropriate (e.g. medical) on the injury management process;
- Maintaining confidentiality relating to employees injury management and rehabilitation; and
- Investigating injury event (refer to PRO 04 Incident Management Procedure).

Employees

Employees are responsible for:

- Notifying their Principal of a workplace injury as soon as practicable after the event as per the Incident Management Procedure CC PRO 04 (F1); and
- Participating and cooperating with the injury management and making every effort to return to work.

On-Hired Contractor Responsibilities

On-Hired Contractors are responsible for:

- Notifying their on-site Manager and Cadden Crowe Consultant of a workplace injury as soon as practicable after the event; and
- Participating and cooperating with the injury management plan and making every effort to return to work.

Cadden Crowe is committed to encouraging consultation and cooperation between management, clients and employees on health and safety issues. As part of this commitment Cadden Crowe will endeavour to prevent the occurrence of injury, illness and disease.

Every employee will be given a copy of this policy as part of his or her induction.

Definitions

Injury Management Services include treatment, rehabilitation, re-training, claims management and employment management practices. It is a managed process aimed at maintaining injured or ill workers in, or returning them to suitable employment.

Workers Compensation is a system that provides financial benefits and other assistance to workers/or their dependents if a worker sustains an injury in the course of their work.



**CADDEN
CROWE**

A RUBICOR COMPANY

CC POL 04

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Return to work programs/plans are a series of commitments and procedures, developed by the employer in conjunction with the injury management services, aimed at ensuring timely, safe and durable return to work of their injured/ill employees.

Signed

Date

Principal, Cadden Crowe Pty Ltd