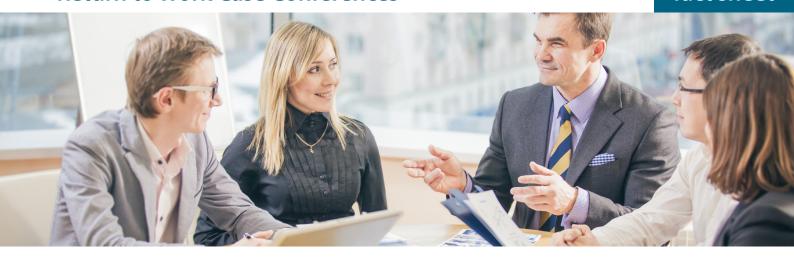


Return to Work Case Conferences

fact sheet



Returning to work promptly and safely has positive health benefits for workers who have been injured in their workplace. Case conferences are an important step in supporting a worker to stay at or return to work after a workplace injury.

A case conference is a planned and collaborative approach to discuss a worker's recovery, capacity to work and to develop a 'Return to Work Program'.

A case conference can occur face to face by phone or teleconference between those involved in the rehabilitation process:

- worker
- employer
- doctor
- · workplace rehabilitation provider
- · insurer.

The kinds of issues that can be discussed at a case conference include:

- the worker's latest Certificate of Capacity
- the worker's progress and treatment plan
- the types of duties the employer can provide while the worker has work restrictions
- the workplace support the worker needs
- any modifications which may be required to the workplace or work equipment.
- the services which will be covered by the worker's claim and who will co-ordinate them.

Ask your insurer to organise a case conference if there are return to work issues to be discussed and agreed.

A successful case conference will

- be well planned
- · define the issues to be discussed
- ensure all parties are respectful, actively participate and contribute to the discussions
- identify barriers to the worker returning to work
- discuss strategies to assist the worker returning to work
- set timeframes to monitor and review the worker's recovery and return to work.

Need further assistance?

WorkCover WA has a number of resources at workcover.wa.gov.au to help prepare and run a case conference.



Watch WorkCover WA's Case Conferences educational video



Watch WorkCover WA's Return to Work educational video



Use the Case Conference template to help plan and run a case conference and prepare a Return to Work Program

Case Conference Plan

Date								
Time								
Location								
Claim number								
Case conference organiser								
Attendees	Name	Con	tact details	Signature				
Worker								
Employer								
Doctor								
Workplace rehabilitation provider								
Insurer								
Other								
Purpose of the Case Conference								
Return to work			Activities/interventions					
Suitable duties			Treatment plan					
Workplace modifications			Medical referrals/reports					
Work hours			Other					
Workplace rehabilitation			Other (please list)					
Redeploymen	t							
Job search								
Work trial								
Other								

Agenda items (please list)						
Agreed action plan	(please list)		By who	By when		
Follow up Case Co	onference rec	quired				
Yes	If so, when?					
O No	L					