



# RETURN TO WORK IMPLEMENTATION



We help people get their lives back

# SUPERVISOR/RETURN TO WORK COORDINATOR CHECKLIST

Review the questions below after each fortnightly catch up with your injured employee. These questions are designed to support the Return to Work Coordinator identify common flags or signs the recovery at work process may be slowing or halting. Identifying possible flags early can allow proactive adjustments to the recovery at work strategy to help your employee continue a positive path to their recovery at work goal.

*If you answer 'YES' to any question please contact your Trinity Insurance Case Manager to discuss options to support and manage a safe and successful recovery at work.*

**Employee's name:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

	Yes	No
In the last month, has the worker not progressed in hours, duties or capacity, or have they regressed?		
Has the worker suffered any further injury? Has the diagnosis on the medical certification changed or has the number of body parts injured increased		
Is the worker being uncooperative or non-compliant with return to work arrangements?		
Has the worker missed multiple appointments/treatments?		
Has the worker changed doctor then provided a certificate with reduced hours/capacity?		
Has the worker changed doctor multiple times?		
Have you been unable to contact the worker after multiple attempts?		
	<b>SEEK SUPPORT</b>	

# CONTACTS

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