

## Injury Management & Rehabilitation Policy

Bailey Personnel is committed to workplace injury management systems and rehabilitation of workers who sustain a work related injury or illness. Our intention is to assist in the complete recovery of injured workers.

- The early reporting, diagnosis and treatment of injuries is the highest priority and normal expectation of our people and clients to enable early intervention and rehabilitation;
- We seek to arrange services with high quality medical providers in the vicinity of our worksites who specialise in injury treatment and rehabilitation of work-related injuries;
- We will provide appropriate injury management resources including a trained Return to Work Coordinator and provision of appropriate training for managers, supervisors and consultants in their responsibilities in the return to work process in line with the Bailey Personnel Return to Work Program.

Our objectives are to:

- Ensure the welfare of injured workers is maintained and facilitate the early and safe return to work of any worker following a work related injury or illness.
- Provide and monitor suitable duties to ensure effectiveness and avoid exacerbation.
- Ensure that workers are informed of their rights and responsibilities and are involved in all decisions and actions related to their rehabilitation.
- Ensure that participation in the return to work/rehabilitation process will not disadvantage workers.
- Where any worker reaches maximum improvement but is still unable to achieve a full return to pre-injury duties Bailey Personnel will investigate vocational redirection and training

This policy will be reviewed at regular intervals to maintain relevance to Bailey Personnel and workers.

A handwritten signature in black ink, appearing to read "Justin Bailey".  
CEO and Founder

Justin Bailey  
September 2015

Version	Date Created	Date Reviewed	Next Review	Authorised by	Page
6	July 2007	September 2015	September 2017	Justin Bailey	Page 1 of 1