

# Supporting recovery and return to work



Australian Government  
Comcare



## Supporting your employees to return to work

By providing good work, you can make a positive difference to the health and wellbeing of your employees and promote a positive workplace culture.

Your organisation's support, for a safe and timely return to work, should start immediately.

## Make reasonable adjustments

You can support employees by providing [reasonable work adjustments](#). Reasonable adjustments can involve a change to a work process, practice, procedure or environment.

## Intervene early

Having a structured [early intervention program](#) supports employees to stay at work, can improve recovery outcomes and demonstrates commitment to employees.

## Give guidance

You can empower the employee by providing information on the return to work process, [health benefits of work](#) and supporting the employee to have an active role in their recovery.

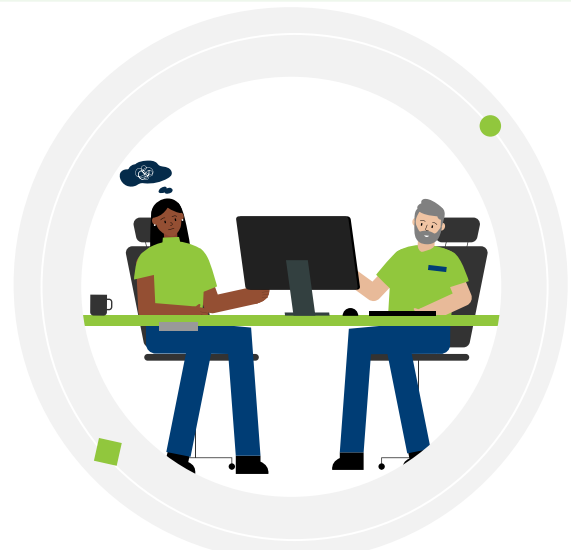
## Manage risks in the workplace

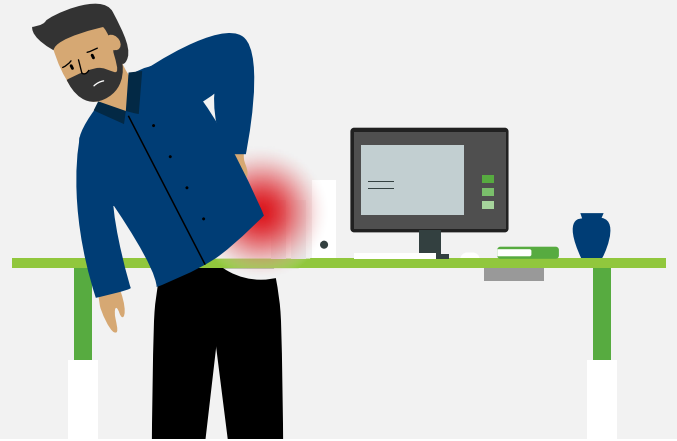
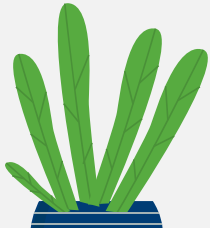
You may be able to stop injuries like this happening again. Addressing the cause of an injury makes for a safer workplace, helps employees to feel valued and establishes a positive workplace culture.

## What are my responsibilities as an employer?

Employers must effectively manage the rehabilitation and safe return to work of employees. This includes:

- Monitoring rehabilitation functions and performance
- Monitoring workplace rehabilitation provider services
- Promoting a workplace culture that prevents injuries and supports employees who are injured
- Providing suitable employment and duties
- Ensuring effective processes are in place to rehabilitate and return employees
- Providing employees with supportive, skilled and capable staff
- Effectively communicating with key stakeholders in the return to work process, including consulting with employees on their rehabilitation program
- Under the [Disability Discrimination Act \(DDA\) 1992](#), providing necessary and reasonable assistance or support to reduce or eliminate barriers to work.





## Tips to promote recovery and return to work

- Promote a positive workplace culture that supports early reporting of workplace incidents and prevents injuries from occurring again.
- Support your supervisors and case managers with training and resources.
- Encourage early contact with employees following their injury.
- Respond positively to an employee's injury and reduce employee concerns about lodging a claim.
- Provide suitable employment to your employees and openly support reasonable adjustments.
- Promote a workplace that empowers employees to take an active role in their recovery and return to work.

## Did you know?

Reasonable adjustments can involve a change to a work process, practice, procedure or environment that enables an employee with disability to perform their job in a way that minimises the impact of their disability.

## Where can I find more information?

To find out more visit the Comcare website to learn how to [manage the return to work process for employees](#).

