

SESLHD PROCEDURE COVER SHEET



Health
South Eastern Sydney
Local Health District

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SUMMARY	To provide a framework for consistently managing the redeployment of injured employees within SESLHD in a professional, supportive, and timely manner in accordance with the NSW Health Policy Directive PD2023_024 - Recruitment and Selection of Staff to the NSW Health Service

COMPLIANCE WITH THIS DOCUMENT IS MANDATORY

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1. POLICY STATEMENT

The *Workers Compensation Act 1987* (NSW) and *Workplace Injury Management Act 1998* (NSW) requires an employer to make every effort to place an injured employee into suitable employment so far as practicable where occupational illness or injury prevents an injured employee from returning to their pre-injury position, duties or hours.

To ensure compliance with [NSW Health Policy Directive PD2023_024 - Recruitment and Selection of Staff to the NSW Health Service](#), South Eastern Sydney Local Health District (SESLHD) must ensure the possibility of placing such employees to vacant positions before advertising where possible, or in the period between the advertising of a vacant position in Recruitment and On-Boarding (ROB) and the closing date for receipt of applications.

2. BACKGROUND

This policy has been developed to provide guidance for all SESLHD employees on action that will be taken in the event redeployment is required.

Redeployment is required when an injured employee is deemed as unable to upgrade or rehabilitate back to their pre-injury position (hours, shift pattern and duties) due to long-term or permanent medical restrictions, and reasonable modification cannot be made to their pre-injury position, and/or a suitable alternative position cannot be provided within the injured employee's department/unit.

2.1 Key Definitions

Case conference	A meeting between two or more stakeholders to discuss matters related to the claim, injury management or return to work planning. A case conference can be held face-to-face, over the phone or by video link.
Early intervention	Following an injury/illness potential risks are identified, an injured employee's individual needs are assessed, and treatment and/or rehabilitation services begin as soon as possible.
Functional Capacity Evaluation	A functional capacity evaluation or assessment is a set of tests, practices and observations that are combined to determine the ability of the evaluated person to function in a variety of circumstances, most often employment, in an objective manner. This assessment must be undertaken by an allied health professional accredited by SIRA.
Injury	Section 4 of the <i>Workers Compensation Act 1987</i> (NSW), defines injury as: (a) means personal injury arising out of or in the course of employment, (b) includes a "disease injury", which means--

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	<p>(i) a disease that is contracted by a worker in the course of employment but only if the employment was the main contributing factor to contracting the disease, and</p> <p>(ii) the aggravation, acceleration, exacerbation or deterioration in the course of employment of any disease, but only if the employment was the main contributing factor to the aggravation, acceleration, exacerbation or deterioration of the disease, and</p> <p>(c) does not include (except in the case of a worker employed in or about a mine) a dust disease, as defined by the <i>Workers' Compensation (Dust Diseases) Act 1942</i> (NSW), or the aggravation, acceleration, exacerbation or deterioration of a dust disease, as so defined.</p> <p>This definition of disease injury does not apply to police officers, fire fighters and paramedics. For these classes of workers, refer to the definition of injury in the historical version of the <i>WCA 1987</i> as at 26 June 2012.</p>
Independent Medical Examinations (IME)	An independent medical examination provides the insurer or legal representative with an independent opinion regarding an injured employee's injury and treatment to assist with directions about the injured employee's rehabilitation, recovery at work and entitlements to compensation.
Injury Management Consultant (IMC)	A registered medical practitioner experienced in occupational injury and workplace-based rehabilitation. An IMC is a facilitator who helps the nominated treating doctor, injured employee, insurer, employer and other services providers to progress an injured employee's recovery and optimise health and return to work outcomes.
Injury Management Plan (IMP)	<p>When notification by a worker has been received and the injury to the worker results in an incapacity for work (whether total or partial) that lasts for seven (7) days, the TMF Claims Manager must develop an Injury Management Plan customised for the worker.</p> <p>The Injury Management Plan outlines all the services required to return the worker to the workplace. It includes details about the worker and employer, information about the injury, the rehabilitation goal, and the actions required by the worker, employer, nominated treating doctor, rehabilitation provider and the TMF Claims Manager.</p>
Nominated Treating Doctor (NTD)	A doctor selected by the injured employee to manage their injury/illness and recovery and to assist with a safe and sustainable return to work.

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<p>PIAWE Pre-Injury Average Weekly Earnings</p>	<p>Calculation of the average income received by the injured employee for work performed in any employment, including:</p> <ul style="list-style-type: none"> - wages, including any paid leave and loadings - shift, overtime and other allowances paid - commission and piece rates - the amount of the JobKeeper payment received for work performed. <p>Where an injured employee has the use of a non-monetary benefit (for example, a motor vehicle) and after the injury they no longer have the use of that benefit, then the cash value of that benefit can also be included.</p>
<p>Psychological injury</p>	<p>Psychological injury or illness includes a range of cognitive, emotional and behavioural symptoms that interfere with an injured employee's life and can significantly affect how they feel, think, behave and interact with others.</p> <p>Job stress is commonly used to describe physical and emotional symptoms which arise in response to work situations but it is not in itself a diagnosed disorder or a psychological injury.</p>
<p>Recovery Partners</p>	<p>Employees of SESLHD, whose key roles are:</p> <ul style="list-style-type: none"> • Identifying the needs of the injured employee; • Understanding any constraints on the employer; • Facilitating consultation between the injured employee, SESLHD, Claims Manager and treating health professionals; • Developing the Recover at Work Plan with the supervisor/manager and the injured employee in line with the current certificate of capacity; and • Identifying appropriate suitable duties for the injured employee for the development of the Recover at Work Plan.
<p>Recover at Work Plan</p>	<p>An individual plan which the employer develops in consultation with the injured employee to manage the recovery at work.</p>
<p>State Insurance Regulatory Authority (SIRA)</p>	<p>SIRA is the government organisation responsible for the regulatory functions for workers compensation insurance, motor accidents compulsory third party (CTP) insurance and home building compensation.</p>
<p>Suitable duties</p>	<p>Work that is suited to an injured employee's current capacity taking into account their Certificate of Capacity restrictions, skill set, capability, work experience and pre-injury employment. Reference to the injured</p>

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	employee's substantive position description may guide the identification of suitable duties.
Suitable employment	In relation to an employee, this means employment in work for which the employee is currently suited, having regard to the nature of the employee's incapacity and the details provided in medical information including, but not limited to, any certificate of capacity supplied by the employee.
TMF Claims Manager	Day-to-day responsibility for managing workers compensation claims for NSW Health is undertaken by a number of icare-appointed insurers called TMF Claims Managers. The TMF Claims Managers work closely with SESLHD's Injury Management Team to conduct and oversee the management of workers compensation claims.
Vocational assessment	An assessment undertaken by a qualified rehabilitation provider which identifies appropriate vocational opportunities for workers. It considers the worker's capacity, transferrable skills, experience and interests, as well as the availability of the identified vocations through a job market analysis. A vocational assessment may be conducted where an employee is unable to return to their pre-injury role or to enable the delivery of a work capacity decision.
Work capacity	The injured employee's current ability to undertake any form of work, be it in their pre-injury employment or suitable alternate employment.
Worker/Injured Employee	<p>Under section 4 of the <i>Workplace Injury Management and Workers Compensation Act 1998</i> (NSW):</p> <p>worker means a person who has entered into or works under a contract of service or a training contract with an employer (whether by way of manual labour, clerical work or otherwise, and whether the contract is expressed or implied, and whether the contract is oral or in writing). However, it does not include—</p> <ul style="list-style-type: none"> (a) a member of the NSW Police Force who is a contributor to the Police Superannuation Fund under the <i>Police Regulation (Superannuation) Act 1906</i>, or (b) a person whose employment is casual (that is for 1 period only of not more than 5 working days) and who is employed otherwise than for the purposes of the employer's trade or business, or (c) an officer of a religious or other voluntary association who is employed upon duties for the association outside the officer's ordinary working hours, so far as the employment on those duties is

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	<p>concerned, if the officer's remuneration from the association does not exceed \$700 per year, or</p> <p>(d) except as provided by Schedule 1, a registered participant of a sporting organisation (within the meaning of the <i>Sporting Injuries Insurance Act 1978</i>) while—</p> <p>(i) participating in an authorised activity (within the meaning of that Act) of that organisation, or</p> <p>(ii) engaged in training or preparing himself or herself with a view to so participating, or</p> <p>(iii) engaged on any daily or periodic journey or other journey in connection with the registered participant so participating or the registered participant being so engaged,</p> <p>if, under the contract pursuant to which the registered participant does any of the things referred to above in this paragraph, the registered participant is not entitled to remuneration other than for the doing of those things.</p>
Workers Compensation Manager	Employees of SESLHD who work in consultation with the TMF Claims Manager, and who may lead a team of Recovery Partners, to oversee the management of claims.

3. RESPONSIBILITIES

Injured Employees	<ul style="list-style-type: none"> • Actively participate in the development of the Recover at Work Plan. • Attend all appointments arranged by the TMF Claims Manager to assist with the management of the claim and support the graduated return to the vocational goal. • To make all reasonable efforts to return to work in suitable employment or pre-injury employment at their place of employment or at another place of employment. • Actively job seek with the relevant Recovery Partner and/or with an approved Workplace Rehabilitation Provider. • Keep Certificates of capacity current and ongoing
Recovery Partners	<ul style="list-style-type: none"> • Coordinate internal redeployment process for injured employees, including communicating with all relevant stakeholders. • Provide advice and information for all parties during the redeployment process regarding the process and their obligations.

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	<ul style="list-style-type: none"> Maintain a comprehensive documented file regarding the redeployment process.
Recruitment Partners	<ul style="list-style-type: none"> Collaborate with and support the SESLHD Recovery Partners to redeploy injured employees as per Section 5.3 of NSW Health Policy Directive PD2023_024 Recruitment and Selection of Staff to the NSW Health Service Reasonably consider injured employees for vacancies prior to advertising. Suspend recruitment if a match is identified.
Line Managers	<ul style="list-style-type: none"> Make all reasonably practicable efforts to provide suitable employment for injured employees Provide appropriate support, training, supervision and feedback to any injured employees undergoing a work trial in their department.
Approved Workplace Rehabilitation Provider	<ul style="list-style-type: none"> Assist in the redeployment, retraining and job seeking efforts. Participate in the fair and unbiased assessment of an injured employee's suitability for a vacant position against the position selection criteria, job description and job demands checklist. Performs Vocational Assessments and Labour Market Analyse Assessments as required.
People and Culture Business Partners	<ul style="list-style-type: none"> Ensure the obligations to redeploy injured employees imposed by the NSW Health Policy Directive PD2023_024 - Recruitment and Selection of Staff to the NSW Health Service are upheld throughout SESLHD.

4. CHANGE OF RECOVER AT WORK GOAL

The goal of workplace-based rehabilitation and recovery is to return an injured employee to their pre-injury duties. Where it becomes evident that an injured employee is unable to return to their pre-injury duties, there is an obligation for the SESLHD to assist the injured employee through a redeployment process. This process cannot commence until a formal change of recover at work goal has been made.

Change of goal discussions can be initiated if a return to pre-injury duties may not be realistic at the request of:

- The Injured Employee
- Relevant treating providers
- TMF Claims Managers
- Recovery Partner; or
- External Workplace Rehabilitation Provider.

This may be identified following:

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- Prolonged incapacity
- Prolonged suitable duties
- Unchanged capacity for 13 weeks or more
- Risk assessment; and/or
- Medical evidence.

Medical information required for a change of recover at work goal includes:

- The certificate of capacity which details permanent restrictions are required.
- Report from the NTD or treating specialist that the injured employee is unlikely or unable to resume pre-injury capacity; or
- Report from an Independent Medical Examiner (IME), Injury Management Consultant (IMC) or Independent Practitioner Consultant (IPC) appointed by the Claims Manager commenting on prognosis.

4.1 Consultation regarding the change of recover at work goal

Stakeholders will be consulted to discuss and agree on the updated recover at work goal.

Stakeholders may include:

the injured employee;	an injured employee's support person;
the NTD;	the injured employee's line manager/supervisor;
the Recovery Partner;	a workforce or People & Culture representative;
a SIRA-approved external rehabilitation provider	a Union representative

The purpose of the consultation is to assess the medical evidence, inform the injured employee of their options and the relevant support services available, and to agree on a new recover at work goal.

Taking into account:

permanent and temporary restrictions;	education history;
vocational experience;	vocational interests;
transferrable skills;	suitable vocational options;
current available vocational options within and external to SESLHD.	

4.2 Identifying a Suitable Vocation

Once a Recover at Work Plan has been agreed on, the process to identify a suitable alternate vocational option will commence. As part of this process the following will occur:

- a SIRA-approved rehabilitation provider appointed.
- a vocational assessment undertaken; and
- a functional capacity evaluation undertaken.

Suitable employment must be the same as, or equivalent to the employment in which the injured employee was at the time of the injury, matching:

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- The injured employee's medical restrictions, current capabilities, and prognosis for further recovery
- The employee's ability to undertake/participate in on-the-job or formal retraining
- Remuneration between 80-100% of the employees' wage.

5. JOB SEEKING

5.1 Commencing Job Seeking

Once the change of recover at work goal has been formalised, several actions will commence which may include:

- Canvassing advertised job vacancies within SESLHD
- Referral to an external rehabilitation provider for assistance with applications
- Resume writing and job interview skills
- Referral of the injured employee for a vocational assessment
- Coordination of potential work trials for internal or external positions
- Activate the internal redeployment process for injured employees.

Job seeking support and activities can commence as soon as there is agreement that a change in recovery goal (away from return to pre-injury duties) is necessary. It is not mandatory to wait for a formalised vocational option to have been identified, in order to commence.

During this process the injured employee should not unreasonably decline an offer of assignment as this may impact their workers compensation benefits.

5.2 Internal Job Seeking

At the commencement of the job seeking process and if medically appropriate, assistance is provided to the injured employee to find alternate suitable employment within the same location/facility or SESLHD. Although the initial focus remains redeployment within SESLHD, it is important that the injured employee also considers appropriate vocational options within other health districts and outside of NSW Health, should they become available.

Where the injured employee identifies a potentially suitable role, contact must be made with the Recovery Partner and/or Workplace Rehabilitation Provider so that appropriate procedure can be enacted. This procedure may include:

This procedure may include:

placing an advertised position temporarily on hold;

an evaluation of the injured employee's skills and experience against the selection criteria;

assessing the job demands against the injured employee's medical capacity;

arranging a work trial for the injured employee to temporarily undertake the duties of the role.

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5.3 External Job Seeking

If there is no suitable alternate position identified within SESLHD, or the injured employee has been medically certified as being unable to return to SESLHD, then external job seeking will commence.

Support will be provided as outlined above to assist with job seeking strategies and advocacy with a potential employer.

5.4 Continuation of suitable duties whilst job seeking

Where possible the injured employee will remain in suitable duties whilst job seeking. A reasonable time is allocated to enable the injured employee to continue job seeking actions such as completion of selection criteria.

After 12 weeks of job seeking, a review will take place to determine if further attempts at internal redeployment are likely to be fruitful or if a medical separation is to be recommended. An injured employee can request a review of this timeframe, which will be considered on a case-by-case basis. If medical separation is recommended, where reasonably practicable, suitable duties will be provided until if/when medical separation takes place.

If the injured employee has been unable to identify or maintain permanent and durable work or the vocational options are niche, SESLHD may agree with the injured employee to increase their efforts in job seeking by looking for work on a full-time basis. In this instance, the injured employee will be given a period off work to concentrate on job seeking or to attend retraining on a full-time basis. This is not a termination of the employment contract. The injured employee remains employed and where eligible will receive ongoing wage benefits according to their current period of entitlement under workers compensation legislation.

5.5 Responsibility to reasonably consider suitable employment options

Where a suitable employment opportunity is identified either as a work trial, or a permanent redeployment, the injured employee has an obligation to participate in the trial and/or employment. While vocational options may not be the injured employee's preference, they have an obligation to reasonably participate when the option is within their capacity.

Failure of an injured employee to reasonably participate in suitable employment, or injured employee who deliberately foil an employment option, may have a non-compliance process initiated.

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6. PRIORITY ASSESSMENT

A priority assessment is different from standard merit-based selection. In a priority assessment, injured employees are assessed for suitability for a position independent of other applicants and prior to, or when, the position is advertised. The assessment determines whether an injured employee meets the selection criteria for the position or is likely to perform adequately in the position in a reasonable period of time (usually three months) and given access to training and support.

Unlike merit selection, a resume supplied for priority assessment is not used to shortlist the applicant. It is used to support the priority assessment interview. Under no circumstances can the recruiting organisation “cull” an injured employee from the priority assessment process on the strength of a resume alone.

6.1 Suitable vacancy identified within SESLHD

Once a suitable employment opportunity is identified, and deemed appropriate for further assessment, the Recovery Partner or Rehabilitation Provider will complete a preliminary assessment of the vacancy considering the suitable employment goal, the grade/classification, remuneration and the injured employee’s medical restrictions.

Should the vacancy be assessed as suitable for priority assessment, the Recovery Partner must complete the **Redeployment Position Matching Form (Appendix 3)** and forward it the relevant [Portfolio Recruitment inbox](#) and the Hiring Manager in order to request suspension of the recruitment process.

Only one suitable employment vacancy can be quarantined at any one time for an injured employee. Where several vacancies may be deemed suitable at once, priority shall be given to quarantine the one that most closely meets the highest priority Suitable Employment goal on the Vocational Assessment Report.

6.2 Completing the priority assessment

The following steps should be taken after a vacancy is deemed to be suitable and the position has been suspended from the recruitment process.

Step 1 (Day 1)

The Position Description and the selection criteria for the vacant position is provided to the Injured Employee and the suitability of the match is discussed. Injured Employee will be advised to submit resume and application addressing the selection criteria within 48 hours. The resume must contain the names and contact details for two referees. One referee should be a current or recent line manager.

All priority assessments must, at a minimum, comprise:

1. an interview supported by a resume
2. two referee checks

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Step 2 (Day 3)

The Injured employee submits the selection criteria response and resume for priority assessment to the Recovery Partner and the Recruitment Hiring Manager.

The Hiring Manager to organise a priority assessment interview within 48 hours with the relevant panel members. The priority assessment interview panel should consist of at least two members, one being the convenor. Due to time constraints, an independent panel member is not required but may be appropriate in circumstances where there is more than one injured employee as a possible match to a vacant position. Where more than one injured employee is a possible match, a merit selection process will occur.

Step 3 (Day 5)

A priority assessment interview to be conducted on Day 5. Interview questions should be based on the selection criteria as in a merit selection interview. The panel may prompt the injured employee, rephrase questions or ask further questions during the interview where necessary to ensure a thorough assessment is made. A **Priority Assessment Report (Appendix 4)** is to be commenced post interview.

Step 4 (Day 5 and 6)

Both references to be contacted by the hiring manager. The panel is to consider the referee report along with the interview and resume in deciding on the suitability of the injured employee for the position.

Referee comments should be summarised and included in the **Priority Assessment Report (Appendix 4)**. The hiring manager should inform the referee that the staff member will receive a copy of the Priority Assessment Report, and advise them that their comments, though not directly quoted, will be summarised and made available via the report.

Step 5 (Day 7)

Hiring Manager and Recovery Partner to advise the Injured Employee of the outcome of the Priority Assessment review.

6.3 Unsuccessful assessment

Should the injured employee be unsuccessful in the Priority Assessment, in addition to Priority Assessment Report, the hiring manager should provide constructive feedback to the Injured Employee that explains:

- Where the injured employee has not demonstrated the ability to meet specific selection criteria
- Selection criteria that the staff member demonstrated they met, and the injured employee strengths.
- Areas where the staff member might need additional training and development.

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The Hiring Manager is to send a completed copy of the Priority Assessment Report to the Recovery Partner and advise Recruitment to proceed with advertising the position by emailing their relevant Recruitment Partner via the [Portfolio Recruitment inbox](#).

6.4 Successful assessment

Should the injured employee meet the inherent criteria of the position, and/or be deemed able to up-skill into position within three months, the injured employee will be offered a work trial placement in the position for a period of up to three months.

The Recovery Partner will develop a Recover at Work Plan for an agreed job trial period.

The Hiring Manager must also document relevant performance goals and training requirements (internal, external, and on-the job). This information should be documented via **Appendix 5 Performance Review Template**, or similar, ensuring all relevant information is included.

The Hiring Manager is required to complete Section 1 and B of the [Displacement and Redeployment Form](#), to transfer the injured employee to the position for the work trial. This form is to be sent to the relevant Recruitment Partner via the [Portfolio Recruitment inbox](#). The injured employee is rostered into and paid by the new Department.

7. WORK TRIAL

7.1 Monitoring during the work trial

The Recovery Partner and Line Manager will monitor the injured employee at regular intervals for the duration of the work trial. The Line Manager will arrange appropriate support, training supervision and feedback to the injured employee during orientation and throughout the work trial.

Reviews will be conducted at two, four, six and eight weeks and performance reviewed, feedback provided, and progress documented via **Appendix 5 Performance Review Template** or similar, ensuring all relevant information is included.

7.2 Unsatisfactory performance during the work trial

Should the Line Manager deem the injured employee as unsatisfactory for permanent appointment to the position, clear, objective, documented evidence must be provided to the Recovery Partner and injured employee via a revised priority assessment form, with reference to the selection criteria and position description.

The work trial can cease at any time if it is deemed it is not suitable for the team and/or the performance goals have not been met, even though appropriate training,

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education and support has been provided, and that no further improvements can be made.

The employee must be advised in writing that the work trial will cease via **Appendix 6 Letter Advising of Cessation of Work Trial**.

7.3 Extension of a work trial

In some cases, the injured employee may not have completed all required training or gained sufficient experience in one or two aspects of the role by the end of the initial three-month period (for example, use of internal IT systems). Where the injured employee is performing satisfactorily in other aspects of the role, the work trial may be extended for up to another three months.

7.4 Ongoing placement on completion of the work trial

If the injured employee has demonstrated the required ability and attributes to perform the position requirements upon completion of the work trial, the injured employee will be transferred into the position on a permanent basis (direct appointment through ROB).

The Hiring Manager is required to complete Section 1 of the [Displacement and Redeployment Form](#) to transfer the injured employee to the position for the work trial. This form is to be sent to the relevant Recruitment Partner via the [Portfolio Recruitment inbox](#). The injured employee is rostered into and paid by the new Department.

The Hiring Manager is required to complete Section 2 of the [Displacement and Redeployment Form](#) to transfer the injured employee permanently into the role. This form is to be sent to the relevant Recruitment Partner via the [Portfolio Recruitment inbox](#). The injured employee should receive a formal letter of offer confirming ongoing placement.

8. CRITERIA FOR REFERRAL FOR CEASING INTERNAL JOB-SEEKING IN SESLHD

The following criteria will prompt the cessation of internal job-seeking and referral of the injured employee to an approved Workplace Rehabilitation Provider for assistance with vocational retraining and redeployment outside of SESLHD:

- If a suitable employment option within SESLHD cannot be identified by the Recovery Partner or the Workplace Rehabilitation Provider through the vocational assessment process.
- If no suitable employment vacancy arises within SESLHD within 12 weeks of approval of the Suitable Employment goal and commencement of job-seeking.
- Non-compliance by the injured employee with three attempts to place them in a suitable employment position within SESLHD.
- The injured employee fails two work trials within SESLHD.

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After 12 weeks of job seeking, a review will take place to determine if further attempts at internal redeployment are likely to be fruitful or if a medical separation is to be recommended. An injured employee can request a review of this timeframe which will be considered on a case-by-case basis. If medical separation is recommended, where reasonably practicable, suitable duties will be provided until if/when separation takes place.

8. DOCUMENTATION

- Electronic Recovery Partner case management file (SolvlInjury)
- Priority Assessment Report
- Personnel file
- Position description and job demand checklist.

9. AUDIT

NSW Ministry of Health Workers Compensation and Injury Management case file audit

10. REFERENCES

- [NSW Ministry of Health Policy Directive PD2023_024 - Recruitment and Selection of Staff to the NSW Health Service](#)
- [Workers Compensation and Workplace Injury Management Act 1998 \(NSW\), Ch. 3, Part 2, S49 \(2\)](#)

11. VERSION AND APPROVAL HISTORY

Date	Version	Version and approval notes
June 2013	Draft	Peggy Pollock, Manager Health Safety and Wellbeing
Sept 2013	Version 1	Peggy Pollock, Manager Health Safety and Wellbeing
October 2013	Version 1	Approved by DET.
March 2018	Version 2 - draft	Peggy Pollock, Manager Health Safety and Wellbeing
April 2018	2	Major review indicated – posted on Draft for Comment
May 2018	Version 2 - final	Peggy Pollock, Manager Health Safety and Wellbeing
May 2018	2	Final Draft approved by Executive Sponsor
June 2018	2	Endorsed by Executive Council
26 April 2024	3.0	Major review by Chantelle Khanlu, Manager Workers Compensation and Injury Management: updated in line with SESLHDPR/276 - Return to Work Program; Removal of 4.5 SESLHD Redeployment Profile. Approved at April 2024 SESLHD Executive Meeting.

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12. APPENDIX

[APPENDIX 1 – Redeployment - Letter confirming suitable employment goal](#)

[APPENDIX 2 – Redeployment - Priority Assessment Timeframes](#)

[APPENDIX 3 – Redeployment - Position Matching Form](#)

[APPENDIX 4 – Redeployment - Priority Assessment Report](#)

[APPENDIX 5 – Redeployment - Performance Review Template](#)

[APPENDIX 6 – Redeployment - Letter Advising of Cessation of Work Trial](#)