

Helping local government achieve more...

Managing Ill or Injured Employees Workshop – 1 day

SYNOPSIS

The Workshop is designed for Human Resource or Industrial Relations Practitioners and Senior Managers.

This course assumes sound knowledge of employment relations and workers compensation matters. It is developed for those practitioners/Managers to upskill their knowledge on managing complex cases relating to ill or injured employees, including how to direct an employee to attend independent medical examinations through to termination of employment on medical grounds.

SHORT COURSE TOPICS

Part 1 Initial Assessment

- What is the nature of illness or injury?
- Work related verse non work-related injury.

Part 2 Carer's Leave

- How to address extensive ongoing use?
- What evidence can you request?

Part 3 Non Work-Related Injury and the Law

- Right to request nature and likely duration of illness/injury
- Should Council approve employee accessing other paid leave, on exhausting their sick leave?
- What is a Temporary Absence?
- Employer's obligations for rehabilitation and return to work

Part 4 Work Related Injury and the Law

- Workers' Compensation and Rehabilitation Act 2003 – protection of injured worker
- Claim has been closed and employee is still sick...what next?

Part 5 Ill or Injured During Discipline Process

- Understanding the nature of illness or injury
- Can investigation/discipline proceed when employee is ill?
- Common issues in relation to natural justice and procedural fairness

Part 6 Request to Obtain Medical Information

- What questions should you ask if authority is provided?
- What if treating practitioner refuses to provide a medical report?

Part 7 Direction to Attend IME

- What questions should you ask of the medical practitioner?
- What to provide for the assessment i.e. PD, SWMS etc

Part 8 Medical Termination

- Allow employee to respond to concerns
- Are there any alternative positions?

LEARNING OUTCOMES

- Understanding of the laws that govern management of ill or injured workers
- Different requirements in managing work related and non work-related injuries.
- How to manage excessive and ongoing personal leave.
- Knowledge of employer obligations and considerations for managing and supporting ill or injured employees and the law that governs this.
- Understand when and how employers request or obtain further medical information from employees.
- Understanding of what questions to ask and what information to provide a medical practitioner, when requesting a report on an employee's medical condition.
- How to manage an employee who is unable to undertake the inherent requirement of their position or where the timeframe for their return to duties is unknown.
- Knowledge of legal and procedural requirements and considerations when terminating an employee's employment on medical grounds.

COURSE DETAILS

Delivery

Our training course provides participants with an interactive session that includes group discussions, case studies, and question and answer sessions. Customisation is available and based on individual Council requirements.

Delivery Mode

Peak Services delivers Virtual or Instructor-led training workshops inhouse at your venue.

Fees and Inclusions

Please contact Peak Services for course fees or a proposal for on-site/in-house training.

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REGISTER NOW
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