

## Injury Management & Rehabilitation Policy

### Our Purpose

We believe that people who arrive to work fit and without injury should be able to return home in the same condition. However, should injury or illnesses occur in the course of employment Brunel is committed to assisting our employee's recovery to either remain at work, or return to work in the shortest possible timeframe so long as it is safe to do so.

To achieve our purpose Brunel will:

- Adhere to all legal requirements regarding the management of injured employees and returning an injured employee back to work.
- Maintain and adhere to a documented Injury Management Procedure.
- Provide an Injury Management Specialist to guide our employee through their recovery.
- When possible after an injury or illness; collaborate with key stakeholders to modify work practices or duties to allow an employee to remain at work or return to work in the shortest possible timeframe.
- Establish, implement, and review Return-to-Work Programs as soon as Brunel receives a Certificate of Capacity indicating that the employee has capacity to return to work, so long as duties are available within the specified restrictions.
- Maintain confidentiality of our employee's medical information.

Additionally, Brunel requires our workers to:

- Report any injury as soon as practicable to their Brunel representative or Client Supervisor.
- Provide their most current Certificate of Capacity to Brunel as soon as possible.
- Take care to abide by the physical restrictions outlined in their Certificate of Capacity at all times to avoid aggravation of their injury.
- Attend medical treatment appointments arranged by the nominated treating doctor, insurer, or where appropriate by Brunel.
- If unable to attend an appointment, take reasonable steps to make an alternative appointment as soon as possible.
- Communicate in a respectful, open, and honest manner with all stakeholders.
- Adhere to exercise or treatment programs as directed by the nominated treating doctor and/or therapists.
- To the best of their ability, perform duties as outlined in the Return-to-Work Program and immediately inform the Injury Management Specialist should they experience any exacerbation of their symptoms.
- Advise Brunel of any change to contact details, nominated treating doctor, or other treatment providers.

The implementation and effectiveness of this Policy will be reviewed in line with the Quality Audit Schedule against the criteria outlined in the Injury Management process.



Tania Sinibaldi  
Managing Director  
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