

## REHABILITATION PROCEDURES

<b>Section</b>	People & Organisational Development
<b>Contact</b>	Health and Safety
<b>Last Review</b>	August 2014
<b>Next Review</b>	December 2017
<b>Approval</b>	AVC – People and Organisational Development

### Purpose:

The purpose of this procedure is to provide support for at work rehabilitation for staff that may be injured.

### Procedure:

- a) Massey University is committed to preventing illness and injuries at the workplace by providing a safe and healthy working environment for all our employees. It is recognised that injury or illness may still occur and therefore all incidents will be reviewed and steps taken to prevent recurrence.
- b) The University believes that occupational rehabilitation is of benefit to everyone and the early safe return to meaningful and productive work of an employee, following illness or injury, is critical to the overall treatment programme.
- c) In consultation with the case managers, endeavours will be made to find suitable alternative duties to enable a gradual return to work. For the purposes of occupational rehabilitation, the University may provide alternative duties outside the employee's usual job profile. However, appropriate training for such alternative duties will be given to ensure that safe working practices are followed.
- d) All employees at Massey University have an important role to play to promote the best possible outcome for their injured colleagues: successful rehabilitation requires everyone's involvement and commitment. Therefore, in consultation with the injured employee, medical information may need to be shared to facilitate this process.

To achieve successful rehabilitation outcomes, the University will seek to develop a comprehensive Rehabilitation Plan for injured employee where this is required. The Rehabilitation Coordinator assists in this process by providing the necessary link between the employee, treating practitioners, insurance providers and the University.

Further information is available in [Employment Agreements](#).

### Audience:

All staff

**Relevant Legislation:**

Accident Compensation Act 2001

**Legal Compliance:**

There is a requirement on the employer to assist with the rehabilitation process.

**Related Procedures:**

[Employment Agreements](#)

**Document Management Control:**

Prepared by: University Health and Safety Manager,

Owned by: Assistant Vice-Chancellor, People and Organisational Development

Authorised by: Assistant Vice-Chancellor, People and Organisational Development

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