

RETURN TO WORK POLICY STATEMENT



Eastern
Health

Eastern Health is committed to both the physical and psychological health and well-being of its employees and physicians. The Return to Work (RTW) Program is a co-operative and consistent process available to all employees that use rehabilitation, return to work, job placement and follow-up. This will ensure that employees can remain at work or return to meaningful and productive work as early and safe as possible following a work or a non-work related injury or illness. Eastern Health recognizes that its unions are important partners and, as such, it is committed to involving them in the development, monitoring, evaluation and revision of the program. The purpose of the RTW Program is to develop and promote a best practice approach to return to work through joint and meaningful consultation with employees.

The RTW Program is designed to comply with the Workplace Health, Safety and Compensation (WHSC) Act, the Newfoundland and Labrador Human Rights Code and the organization's collective agreements. It recognizes the employer's re-employment obligations and follows the priorities outlined in the Workplace NL, Hierarchy of Return to Work and Accommodation Policy (RE-18), in accordance with Sections 89 and 89.1 of the WHSC Act. The organization is also committed to complying with the Commission's Re-employment Obligation Policy (RE-05), where applicable.

In the event that an employee has a work-related absence, the employee is required to complete an electronic Provincial Incident Reporting System (PIERS) policy (HR-OH (0)-080) and a Form 6 – Worker's Report of Injury.

A critical component of the program is that all stakeholders, including, but not limited to, the injured/ill employee, manager, Workplace Health and Safety and EFAP staff, union representative, Disability Managers, and health care provider; are involved as required in return to work planning. These stakeholders actively participate and cooperate in the return to work process for the purpose of supporting the employee's transition back to the workplace. This process may also involve active participation and consultation with the designated case manager from Workplace NL.

The goal of the RTW Program is to:

- Co-ordinate Early and Safe Return to Work (ESRTW) Plans, which recognize the capabilities and potential contributions that the employee can make to the organization;
- Monitor and communicate work plan status with all stakeholders.

Such plans will be based on regular discussions with the employee and on objective functional information from the Physician's/Chiropractor's/Physiotherapist's Report (MD Forms), Functional Assessment Form (FAF) or other information provided, with the employee's written and informed consent, by the attending health care provider.

Information collected from the employee, Workplace NL and the health care providers during the return to work process will be held in the strictest confidence. Information will only be released if required or permitted by law or with the written and informed consent of the employee.

This policy will be reviewed annually and updated as required.

David S. Diamond
President and Chief Executive Officer

November 6, 2019

Date

