

Policy and Procedure Register updates

Summary of changes to:

Independent medical examinations procedure

1. Reason for new/updated policy or procedure *(select all that apply)*

- | | |
|---|---|
| ☒ Change of policy/procedure requirements | ☐ Audit/review recommendation |
| ☒ Change to legislation/delegations | ☒ Due for review ☐ Other |

The Independent medical examinations procedure has been updated as part of a review and to align with Directive 04/24 Independent medical examinations, Public Sector Commission guidelines, and current departmental requirements. The updates aim to improve clarity, ensure procedural fairness and consistency in decision-making, and provide clearer guidance for employees and decision-makers involved in the independent medical examination process.

2. Summary of changes

The Independent medical examinations procedure has been updated to align with the current directive and Public Sector Commission guidelines. The updates clarify referral, medical information and reporting requirements, strengthen guidance regarding employee support, cultural safety and procedural fairness, and clarify review and decision-making processes, including requirements under the Public Sector Act 2022 (Qld). The procedure also removes previous guidance that prevented an independent medical examination being undertaken while an employee has an accepted WorkCover claim, ensuring consistency with current legislative and policy requirements. Supporting resources have also been updated.

3. Impacts to roles and responsibilities

Does the new/updated content change staff roles/responsibilities *in any way*? ☐ Yes ☒ No

If yes, select the type of change: (select all that apply)

☐ Revised responsibilities ☐ New/additional responsibilities ☐ Removed responsibilities

Position title	Summary of change	Page#

4. Communication and support for implementation

Communications to staff will be distributed through existing Health, Safety and Wellbeing communication channels. The updated procedure and supporting employee fact sheet will be available on the Policy and Procedure Register and departmental intranet sites. Injury Management staff will provide support and advice regarding the application of the procedure as required.

For further assistance, please contact:

Health, Safety and Wellbeing (Injury Management)

InjuryManagement@qed.qld.gov.au