**Workplace Rehabilitation**

**Senior Injury Management Consultants:**

* Promote understanding of Department’s rehabilitation policy and procedures to all regional employees.
* Assist Regional Director to meet their responsibilities.
* Coordinate Rehabilitation and Return to Work Coordinator training for region.
* Support, coach and provide professional development to Rehabilitation and Return to Work Coordinators, including provision of regular network meetings.
* Assist and support Rehabilitation and Return to Work Coordinators in the provision of injury management services at workplaces.
* Provide a consultancy service to all regional staff including Rehabilitation and Return to Work Coordinators, Principals, Deputy Principals, Regional Directors, Regional Human Resource Managers , Training Queensland Regional Office Managers and Principal Human Resource Consultants.
* Monitor rehabilitation case management services delivered in region against legislated standard for rehabilitation (refer to Part 6, Division 3 of Workers’ Compensation and Rehabilitation Regulation 2003).
* Collect, analyse and provide data to Regional Directors on regional rehabilitation issues.
* Perform role of Rehabilitation and Return to Work Coordinator to regional employees in line with [Departmental priorities](https://ppr.qed.qld.gov.au/attachment/priorities-for-providing-rehabilitation.docx).
* Advise Principals/Managers on whether it is appropriate for an employee to take leave while participating in a rehabilitation program.
* Conduct an extensive review of a rehabilitation case once it reaches three months in duration. This review encompasses:
* Does rehabilitation being provided comply with Department’s rehabilitation procedures?
* Has there been appropriate contact with employee, their treating medical practitioners and other stakeholders (e.g. WorkCover, QSuper, Union)? Has this contact been documented?
* Is there sufficient medical information on file?
* Has a rehabilitation plan been developed for employee and is plan appropriate?
* Set an appropriate date for next review (maximum period between reviews is three months)?
* Arrange appropriate referrals to rehabilitation providers.
* Conduct a risk assessment, in conjunction with the Regional Human Resources Manager to determine if a temporary host placement for an injured/ill employee can be supported.
* Assist in identifying and securing temporary host placements for injured/ill employees who are temporarily unable to safely return to their substantive role or location because of their injury/illness
* Recommend and advise Regional Human Resource Managers and Regional Directors on referring employees for an independent medical assessment under Part 7 of Public Service Act 2008.