Queensland Government

Privacy Notice: The Department of Education , Training and Employment is collecting information on the below employee's health and its impact on work in accordance with the Department's Reasonable Adjustment for People with Disabilities Procedure, in order to document agreed reasonable adjustments. The information will only be accessed by authorised employees within the Department. Some of this information may be given to QSuper, WorkCover Queensland, a treating doctor or allied health professional or a doctor appointed by the Department. An employee's information will not be given to any other person or agency unless authorised by the employee or required by law.

WORK RESTRICTIONS AND APPROVED REASONABLE ADJUSTMENTS

for

<Employee's Name>

<Position>, <School/Work Unit>

Duration: …../…../….. to …../…../….. (Maximum 12 months)

Restrictions:

1.
2.
3.
4.
5.

Reasonable Adjustments:

1.
2.
3.
4.
5.

To be reviewed at the beginning of each calendar year unless <name> provides medical information.

……	…../…../…..	……	…../…../…..
Employee's Signature	*Date*	*Supervisor/Principal's Signature*	*Date*
……	…../…../…..	……	…../…../…..
Treating Doctor's Signature	*Date*	*Rehabilitation and Return to Work Coordinator's Signature*	*Date*

Disclaimer: The Department reserves the right to review and vary the level of reasonable adjustments as circumstances change e.g. medical advice, work processes, environment, student needs/numbers; consultation with other staff.