

# Work trial program



## Information for potential host employers

### What is a work trial?

A work trial places a worker (trainee) with another employer (host employer) for a short-term working arrangement (up to 12 weeks). This program is useful when:

- the pre-injury employer is unable to provide suitable work to match the worker's current capacity, or
- the worker is returning to work with a different employer and on-the-job training is required.

A work trial enables the worker to stay active and develop new skills, which is an important part of their treatment and recovery after an injury or illness.

### Program benefits

#### Host employers

As a host employer, you can:

- use the opportunity to train and evaluate a potential employee without any out-of-pocket expenses
- enter into an agreement with other employers to share recovery at work arrangements and help a worker to recover at your workplace before they return to their usual work.

#### Trainees

With your help, trainees can keep active and:

- upgrade their capacity for work so they can return to their usual work, or
- gain new work experience and increase their capacity for work

A work trial also allows a trainee to receive training and develop specific skills for a new job or industry, and demonstrate their ability to you as a potential employer.

### Eligibility

As a host employer you may be eligible if you:

- have no workers compensation liability to the trainee
- have no current employer/employee relationship with the trainee
- hold a current workers compensation policy or self-insurer licence
- are not grouped with the pre-injury employer for workers compensation insurance, or insured under the same group self-insurer licence as the pre-injury employer
- have professional indemnity, public liability and motor vehicle insurance coverage where necessary

- adhere to workers compensation and workplace health and safety legislation in your jurisdiction.

## Starting the work trial

If you wish to participate, a workplace rehabilitation provider (provider) will conduct a workplace assessment to match the capacity of the trainee to the requirements of the job. They will also assess the trainee's ability to perform the tasks safely.

Once all relevant parties agree to the work trial, the provider will complete and distribute the necessary documentation so the program requirements are clear.

## During the work trial

The trainee will require supervision and feedback on their work. By agreeing to host the trial, you agree to provide an appropriate level of training and supervision. This means nominating a supervisor who will be responsible for work performed by the trainee during the trial.

The provider is responsible for managing all aspects of the work trial. They will maintain regular contact with you and the trainee to discuss progress, the trainee's strengths as well as areas for further development (if required).

Any costs relating to travel and essential equipment are covered by the insurer or SIRA.

The trainee will continue to receive weekly payments from the insurer during the work trial. They do not receive payment from you.

## After the work trial

Where the trainee is not returning to their pre-injury employer, it is anticipated a trainee will be considered for any vacancies in your organisation should they meet the job requirements. If you match the trainee to a suitable job after the work trial, you may be eligible for incentives under the JobCover placement program. This includes:

- incentive payments for up to 12 months (to a maximum of \$27,400)
- workers compensation premium exemption for the worker's wages for two years
- protection from the costs of any changes to the worker's existing injury for two years.

## Further information

Refer to the work trial guidance material for more information about the program, its benefits, eligibility requirements and procedures. You can also contact your insurer or call our Customer Service Centre on 13 10 50.

SIRA is the government organisation responsible for regulating the NSW workers compensation system. Learn more about SIRA and workers compensation at our website.

This publication may contain information that relates to the regulation of workers compensation insurance, motor accident third party (CTP) insurance and home building compensation in NSW. It may include details of some of your obligations under the various schemes that the State Insurance Regulatory Authority (SIRA) administers. However to ensure you comply with your legal obligations you must refer to the appropriate legislation as currently in force. Up to date legislation can be found at the NSW Legislation website [legislation.nsw.gov.au](http://legislation.nsw.gov.au).

This publication does not represent a comprehensive statement of the law as it applies to particular problems or to individuals, or as a substitute for legal advice. You should seek independent legal advice if you need assistance on the application of the law to your situation.

This material may be displayed, printed and reproduced without amendment for personal, in-house or non-commercial use.

Website [www.sira.nsw.gov.au](http://www.sira.nsw.gov.au) | ©Copyright State Insurance Regulatory Authority 0817