

Treatment and care to support your recovery



Have you been injured at work?

There are 6 key steps you need to know:

1. **Report your injury**
2. **Visit your GP to plan your treatment and recovery at work**
3. **Ask questions - understand your recovery journey**
4. **Obtain, and refer to, your 'Certificate of Capacity'**
5. **Play an active part in your recovery**
6. **Work with your GP, insurer and employer to update your treatment, recovery and return to work plan**

An important part of your treatment and recovery is returning to work as soon as it's safe for you to do so.

Benefits of returning to work to assist your recovery

Returning to work - as soon as it's safe for you to do so, is an important part of your treatment and recovery. It can help you feel more in control of your situation, and help you get back into the swing of everyday life. In many instances, employers can offer safe tasks or duties for you to perform as you recover from your injury. Returning to work while you are recovering will also help you remain connected with your colleagues.

Some of the ways your employer may be able to modify your workload and activities are by providing:

- different or reduced hours of work
- alternative or modified tasks or duties
- a different temporary role
- short-term training
- a temporary move to a different location or workplace
- a combination of the above.

Talking to your doctor and setting goals can help you see the progress you're making.

You can usually return to work before you're fully recovered from your injury.

Your recovery from a work injury





The 6 key steps when you are injured at work

1 Report your injury

Reporting your injury to your employer is one of the most important first steps following a workplace injury. They can provide first aid if you need it before you see your doctor, and help you lodge a workers compensation claim. You can also lodge a claim yourself.

2 Visit your GP to plan your treatment and recovery at work

GPs are often the first point of contact following a work injury. As the nominated treating doctor, your GP will provide advice on how long it might take for you to recover, will discuss treatment options, and how recovery at work might benefit you. They will also refer you to any healthcare providers you may require.

3 Ask questions — understand your recovery journey

It's ok to ask your GP questions. This will help you feel more in control of your recovery journey and better understand what you need to do to get the most out of the treatment you receive.

Some useful questions to ask your GP:

- How long do you expect my recovery to take?
- What is my treatment plan? Do I need to see any other healthcare providers to help with my recovery?
- What day-to-day tasks am I able to keep doing safely while I recover?
- What type of tasks can I safely perform at work as I recover?
- How many hours of work can I safely participate in?
- What exercises should I do at home to help me get better?
- How often will I need to see you?

4 Obtain, and refer to, your 'Certificate of Capacity'

Your GP will complete a Certificate of Capacity for you, which provides information on the treatment you need, and your current capacity for work and daily activities. It is important to give a copy of the Certificate to your employer and the insurer (the people managing your workers compensation claim), as this will enable you to access the treatment you need.

The Certificate of Capacity will help you and your employer identify tasks you can safely perform. Keep in contact with your employer so they can continue to adjust your duties as you recover.

5 Play an active part in your recovery

You play an important role in your recovery. Complete any exercises, activities or sessions your healthcare providers prescribe — it's important for your recovery and will help your doctor monitor your progress.

It's also important for you to stay connected. Unless your doctor advises that it is unsafe for you, continue to participate in the activities and groups you normally would.

6 Work with your GP, insurer and employer to update your treatment, recovery and return to work plan

The journey of recovery and return to work won't be the same for every person, and plans can change depending on your unique situation. Remember to keep in touch with your GP, insurer and employer, so they can support you during your recovery, and update the plan if your situation changes.