

# RURAL MUNICIPALITY OF STUARTBURN

## **RETURN TO WORK POLICY**

The R.M. of Stuartburn's Return to Work Policy reflects our commitment to providing a safe and healthy working environment for employees who are, or have been, absent from work due to a disability or health condition, and require reasonable accommodations to return to work.

The R.M. of Stuartburn's Return to Work Policy ensures reasonable accommodations for employees who are at work or absent due to a disability or health condition. The R.M. of Stuartburn will make efforts to modify employees' duties and work schedule based on their functional abilities. Our aim is to increase duties safely to help employees reach their full potential.

### 1. Return to Work is Essential to Recovery

Return to work is an essential component of recovery from workplace injuries and illnesses.

There is a positive link between work and health (physical, mental and social health).

Absence from work often contributes to declining health, slower recovery times, and longer duration of disability.

Maintaining and restoring working capacity improves function, recovery and prognosis.

### 2. Return to Work Process

Planning for an injured worker's return to work is a team effort between the worker, employer, healthcare provider and the WCB.

Together the return to work team develops a plan to help the injured worker return to work safely and within established timelines.

The plan is customized to the injured worker, takes into consideration their abilities and limitations and accounts for the recommendations of the healthcare provider.

The R.M. of Stuartburn supports return to work by offering a safe and suitable modified or alternate duties to meet the needs of the injured worker.

### 3. Facilitating the Return to Work

Begin discussing the employee's return to work early

Establish timelines – the earliest date the employee can safely return to modified or alternate duties and the potential date the employee can safely resume full duties

Encourage the employee to maintain frequent contact with the R.M. of Stuartburn

Modifications may include – physical (ability to lift heavy items), cognitive (limiting periods of sustained concentration), schedule (usual shift schedule starting at 4 hours per day), medical equipment or devices (possibly a sit/stand stool) or environmental (limit exposure time to certain chemicals)

Ensure supervisors and co-workers support employees who have been absent due to a disability and participate in the return to work process