

A successful return-to-work (RTW) plan requires a coordinated effort between all parties involved in the process: the injured worker, the union (if applicable), the employer, the health-care provider(s) (HCP) and the Saskatchewan Workers' Compensation Board (WCB).

The success of an injured worker's RTW plan depends on each party not just fulfilling RTW responsibilities, but also establishing and maintaining timely communication between each other.

## RTW Responsibilities

Injured worker:

- Upon injury, seek medical aid and obtain medical restrictions.
- Follow prescribed treatment plan.
- Report injury and any medical restrictions to employer and the WCB.
- Return to work as soon as suitable alternate/modified work is arranged.
- Participate in RTW planning.
- Cooperate with RTW plan.
- Provide employer with any updated medical restrictions.
- Report any problems with RTW plan to employer immediately.
- Work in partnership with HCP(s), employer and the WCB.
- Continue regular communication with employer.

Union:

- Support injured worker:
  - o Suggest suitable alternate/modified work options.
  - o Participate in RTW planning meeting.
  - o Assist in resolving barriers and/or problems with an injured worker's RTW plan.



Employer:

- Report workplace injury to the WCB within five days of being notified.
- Initiate and lead RTW planning:
  - o Provide injured worker with medical restrictions form to take to HCP(s).
  - o Identify suitable alternate/modified work that meets the injured worker's medical restrictions/capabilities as outlined by HCP(s).
  - o Arrange suitable alternate/modified work for injured worker to return to work as soon as medically safe.
- Contact the WCB for help with RTW planning, if needed.
- Pay injured worker for any hours worked.
- Report any time loss to the WCB.
- Monitor the injured worker's RTW plan, and adjust the RTW plan as needed, based on updated medical restrictions/capabilities.
- Work with all parties to address any problems with injured worker's RTW plan.
- Work in partnership with injured worker, HCP(s) and the WCB.

Primary HCP:

- Assess worker's injury — diagnosis and prognosis.
- Develop a treatment plan for the injured worker.
- Identify any limitations (medical restrictions) the worker's injury places on his/her ability to work.
- Provide injured worker with a list of his/her medical restrictions/capabilities to share with employer.
- Complete and submit appropriate report(s) to the WCB.
- Request the WCB arrange expedited diagnostic tests, assessments, treatment program, specialist appointments, surgeries, etc., as appropriate.
- Monitor injured worker's progress.
- Update injured worker's medical restrictions/capabilities as his/her condition progresses.
- Maintain communication with injured worker and the WCB about extent of worker's injury and expected recovery timeline.
- Work in partnership with injured worker, other HCP(s), employer and the WCB.
- Follow the College of Physicians and Surgeons of Saskatchewan policy: "Role of Physicians in Certifying Illness and/or Assessing Capacity for Work".



The WCB:

- Assist injured worker with restoring his/her abilities.
- Follow the WCB's legislation and policy.
- Review injury reports by worker, HCP and employer to determine if injury is work-related.
  - o Determine fitness for work.
  - o Determine wage loss compensation entitlement.
  - o Provide benefits as defined in the WCB's legislation.
  - o Arrange appropriate health-care appointments, assessments or treatments as requested by HCP.
  - o Provide vocational services, if required.
- Help injured worker and employer develop a RTW plan for the injured worker.
- Monitor injured worker's recovery.
- Work in partnership with injured worker, HCP(s) and employer.

