

Return-to-Work Planning Meetings (RTWPM)

It's very likely that when one of your workers is injured, you have a lot of questions. You may have already asked yourself, "How can I support his recovery?" "Will she be able to perform the same duties?" "Will he want to perform modified duties while he recovers?"

We want you to be well informed and, more importantly, part of the process. A Return-to-Work Planning Meeting (RTWPM) is an opportunity for all of us to work together to answer these questions.

Let's work together to get it right

Collaboration is at the heart of every plan. You, your worker, the clinician (e.g., physical, occupational or exercise therapist) and your worker's union rep (if the worker chooses to include him/her) will use this meeting to develop a customized return-to-work plan that ensures your worker can return to work safely, gradually and in a timely fashion. Some of the things we'll focus on:

- Determine the physical demands of the pre-accident job.
- Identify possible modified work options (in consultation with medical professionals), allowing you to retain a contributing worker at your workplace.
- Create a return-to-work plan that supports your worker's recovery and promotes a return to full duties.
- Discuss and address any barriers your worker might be facing with recovery and/or return to work.
- Educate you and your worker regarding workplace injury prevention and how to avoid re-aggravating your worker's injury.

How to get the most out of your RTWPM

We want this to be a beneficial experience for you. It starts by attending the meeting in person and sharing the details of your workplace and/or possible modified duties. Face-to-face meetings are preferred, as it allows you and your worker to reconnect and develop an individualized return-to-work plan.

Participation will help your business

RTWPMs have been proven to help injured workers return to work successfully. How does this benefit you? In addition to

having your worker back, it will expedite the return-to-work process and reduce lost-time claim costs that can impact your premiums. It also reduces indirect costs like overtime payments and human resource time used to manage the disability and lost productivity.

Preparation will help you succeed

If you are able to come to the meeting with an idea of the physical demands of the job and different possibilities of modified work, together we should be able to develop a plan. To help you prepare, please visit our [website](#) for detailed information about how to determine modified work opportunities and how to propose it.

When to expect a RTWPM referral

- Your worker is off work.
- You're having difficulty identifying modified duties for your worker.
- Your worker is performing modified duties, but there is no plan to progress to full duties.
- You or your worker has voiced return-to-work issues.

Frequently Asked Questions:

We have already exhausted modified duties options, and we just don't have anything for the worker. How is this cost effective?

The return-to-work centre staff are experts in this area and will assist you in developing alternate options. Once all return-to-work options (including modified hours) are exhausted, the treatment team can create a comprehensive plan based on your business needs to get the worker back to work. Claim costs continue to increase until a return to work or fitness for work determination can be made.

We have an extensive modified work program and PDAs for our positions; why do we need this service?

In order to achieve a successful and sustainable return to work, we need to address the individual's skills, abilities and unique circumstances, not just the generic position. This collaborative and comprehensive approach will help your worker achieve a successful return to work.

Someone was just on site for another worker; why do I have to do this twice?

Every worker is unique and we must review individual circumstances to determine the best approach to achieve a successful return to work.

What is the cost of the RTWPM to the claim?

The price for a comprehensive RTWPM is \$560.00, and the telephone discussion meeting is \$100. The goal of this meeting is to collaborate with all stakeholders to best assess a return to work plan.

Example: A worker who makes \$15.00 per hour and works 40 hours per week has a daily compensation rate of approximately \$84.30. As a result of the planning meeting the worker returns to work seven days earlier, therefore the cost of the meeting has paid for itself.

If you would like to obtain a copy of the RTWPM report, please submit a [Request for Claim File Documents \(C1096\) form](#).

