

Return-to-work planning meeting (RTWPM)

It's very likely that your workplace injury has left you with a lot of questions. You may have already asked yourself, "When will I be able to work again?" "Will I be able to perform the same duties?" "Is there anything I can do while I recover?" We want you to be well informed and more importantly, part of the process. A return-to-work planning meeting is an opportunity for us to work together to answer these questions.

A return-to-work planning meeting is a visit to your employer's worksite where you, your employer and your claim owner develop a return-to-work plan that ensures you can return to work safely and in a timely fashion.

When to expect a RTWPM referral

- You are off work.
- Your employer is having difficulty identifying modified duties for you.
- You are performing modified duties, but there is no plan to progress to full duties.
- You or your employer have voiced return-to-work issues.

Let's all work together to get it right

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

- Determining the physical demands of your pre-accident job.
- Identifying possible modified work options (in consultation with medical professionals), allowing you to continue contributing to your workplace while recovering. Modifying your job, performing different tasks or reducing your hours are all types of modified work – it ensures you stay connected with your employer.

- Creating a return-to-work plan that supports your recovery and promotes your return to full duties.
- Discussing and addressing any barriers you might be facing with your recovery and/or return to work.
- Education regarding injury prevention and how to avoid re-aggravating your injury.

How to get the most out of your RTWPM

First and foremost, we want this to be a beneficial experience for you. It starts by simply attending the meeting in person and actively sharing the details of your pre-accident and/or current modified work duties. Face-to-face meetings are preferred, as it allows you and your employer to reconnect and develop an individualized return-to-work plan. However, a phone discussion can be arranged if your employer does not have any concerns about your return to work and/or is unable to schedule a timely return-to-work planning meeting due to travel or availability.

