



## Return-to-work programs

If a worker suffers a work-related injury or illness, a return-to-work program can be put in place. This program helps the injured or ill worker to return to work in a safe and timely manner.

Return-to-work (RTW) programs support injured or ill workers who may not be able to work at their original ability but can still make valuable contributions to the workplace. RTW programs also help keep recovering workers connected to the workplace.

Research shows that the longer injured or ill workers are away from work, the greater the chance they won't ever return to the workplace. After 6 months away, there is only a 50% chance a worker will return to the job. The odds drop to 20% after 1 year and to 10% after 2 years. A RTW program involves developing a plan for the injured or ill worker to return to work safely and to focus on what the worker can and cannot do.

### The employer's role

The employer's role in RTW planning includes:

- Making contact soon after the injury or illness to ask about the worker's well-being and offer support
- Setting up modified job duties in the same workplace
- Collaborating with the worker and their health care provider (if permission is given by the worker) to develop a flexible recovery plan that gradually brings the worker back to full duties and full hours
- Keeping the worker connected to the workplace through regular meetings and training

### The worker's role

As an injured or ill worker, your role in RTW planning includes:

- Thinking about what you can do while you recover
- Discussing options for modifying duties and/or hours with your supervisor
- Asking your doctor to provide information about your medical condition, expected return-to-work date, and restrictions and limitations on work duties
- Participating in recommended medical treatment
- Participating in and cooperating with rehabilitation programs and plans designed to improve your condition

### Monitoring

Monitoring is a key part of a successful return-to-work plan. Returning to work is a process, and the plan may need to change to address any challenges that come up. As the RTW plan progresses, monitoring should include:

- The number of workdays and hours per day that the worker is expected to complete
- How work hours will increase and tasks will change
- Regular meetings between the supervisor and the worker to check on progress

For more information on return-to-work programs, visit WorkSafeBC's [Recovery & work](#) webpage.

**Project:** .....

**Address:** .....

**Employer:** .....

**Supervisor:** .....

**Date:** .....

**Time:** .....

**Shift:** .....

**Number in crew:** .....

**Number attending:** .....

**Other safety concerns or suggestions:** .....

.....  
.....

**Record of those attending:**

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

**Manager's remarks:** .....

.....

**Manager:** .....  
(Signature)

**Supervisor:** .....  
(Signature)

For more information on health and safety requirements for crane operations in B.C., refer to the *Workers Compensation Act* and the OHS Regulation on [worksafebc.com](http://worksafebc.com).