

Eastern Health Authority Work Health and Safety and Return to Work Policy

1. Our vision

Eastern Health Authority provides a safe, healthy, and rewarding work environment free of accidents, injuries and illness.

2. Our values

Eastern Health Authority values safety. Everyone working in or visiting our workplaces has a right to go home safely each day to their family and friends.

Workers who are injured at the workplace have a right to support to enable them to safely return to work.

3. Our Policy

Eastern Health Authority will make our workplaces safe and help injured workers get back to work in a fair, timely and effective way.

A systematic approach to managing workplace hazards built upon a platform of consultation and worker participation is at the core of this policy.

4. Scope

This policy relates to the WHS and RTW initiatives and actions of Eastern Health Authority. It applies to the CEO, senior management, workers, volunteers, contractors and others who may be impacted by our work.

5. Our approach

Our Council / Prescribed Body

- provides **leadership and direction** to our workers and others in meeting our duty of care to protect our people.
- complies with work health and safety (WHS) and return to work (RTW) laws and obligations.
- encourages the **active participation** of our workers and others in work health and safety matters.
- **consults and communicates** openly and honestly with workers and others and encourages the raising of health and safety issues or concerns without the fear of reprisal.
- applies a **systematic approach to managing workplace hazards** to ensure the health and safety of our workers and others who may be impacted by our work.
- provides and maintains **safe plant, structures, chemicals, facilities and systems of work**.
- implements **organisational policies and procedures** to achieve our policy commitments and contribute to positive safety and RTW outcomes.

- implements equitable **return to work practices built upon the principles of early intervention, prompt and timely service and active management** to improve recovery and return to work outcomes.
- provides relevant **training, instruction, information and supervision** to workers and others.
- maintains an effective process for **reporting** and resolving health and safety issues.
- uses appropriate **internal and/or external expertise** when required to assist with WHS and RTW issues.
- monitors, evaluates and reviews WHS and RTW action plans, targets, performance indicators and outcomes to ensure **continuous improvement**.
- participates as a member of the Local Government Association Workers Compensation Scheme and meets the self-insured standards.

6. Our Responsibilities

- The Chief Executive Officer and the Executive Team Eastern Health Authority ensure that the organisation has systems to meet its legal duties under WHS and RTW laws.
- The Chief Executive Officer and the Executive Team provide the necessary financial and human resources within Eastern Health Authority to facilitate the effective management of WHS and RTW issues.
- Team Leaders and Senior staff at Eastern Health Authority implement WHS and RTW procedures.
- Team Leaders and Senior staff monitor and evaluate WHS and RTW performance with a view to driving continuous improvement.
- Team Leaders and Senior staff consult and communicate with workers and others to ensure they are meaningfully engaged in the management of WHS in their workplace.
- Team Leaders and Senior staff provide relevant WHS training and supervision to support the safety and wellbeing of Council / Prescribed Body workers.
- Team Leaders and Senior staff proactively engage with injured workers to promote timely and effective return to work actions.
- Workers while at work take reasonable care for their own safety and the safety of others and to comply (so far as the person is reasonably able) with any reasonable instruction that is given by Eastern Health Authority.

7. Review

This Policy shall be reviewed by Eastern Health Authority within three (3) years of the commencement date, or earlier if there is significant change to relevant legislation or elements of this policy that could affect WHS and/or RTW practices.

Signed 

Chief Executive Officer

Date: 27/3/2024



WHS & RTW Peak Policy

I have read and understood the Eastern Health Authority Work Health and Safety and Return to Work Policy.

Employee Signature

Name

Date