



Australian Government

PSPINM006 Develop return to work plans

Release: 1

PSPINM006 Develop return to work plans

Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPIM405A Develop return to work plans. • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to develop return to work plans for an injured worker. It includes negotiating the content of the return to work plan and documenting the plan.

This unit applies to those working in public sector roles but may be applied to anyone working in a similar organisational context.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently while performing complex tasks in a range of familiar contexts.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Injury management

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

1. Negotiate content of return to work plan	1.1 Consult all relevant stakeholders to clarify and negotiate requirements of return to work plan. 1.2 Reach agreement on the worker's capacity and the short-term and long-term rehabilitation goals. 1.3 Identify and accommodate any specific needs or issues, guided by medical evidence. 1.4 Obtain approval for suitable duties in accordance with medical restrictions from the nominated treating doctor or using other medical advice. 1.5 Resolve disagreements on suitable duties or other aspects to be included in the return to work plan or refer for advice and resolution.
2. Document return to work plan	2.1 Develop the return to work plan in accordance with the requirements of the rehabilitation case management plan and overall return to work policy and program. 2.2 Obtain agreement on the plan from the worker, employer and rehabilitation provider and get it signed by the parties. 2.3 Distribute copies of the plan.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPIM405A Develop return to work plans.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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Assessment Requirements for PSPINM006 Develop return to work plans

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- reading and applying legislation, regulations and policies relating to development of return to work plans
- identifying requirements and incorporating them in the return to work plan
- using communication with a diverse range of people, including the injured worker, supervisor, work colleagues, medical adviser

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- public sector legislation, including work health and safety, and environment
- regulations, policies, procedures and guidelines relating to injury management
- privacy legislation
- freedom of information legislation
- procedures to ensure confidentiality and security of information
- legislated requirements of the return to work plan
- requirements of organisation's return to work policy and procedures
- stakeholders who need to be included/have ownership of the plan
- typical suitable duties for diverse workplace injuries/illnesses

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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