FOR HOST CLIENTS · VICTORIA

Return to work: how we work together

If a Dash Group worker is hurt on your site, Dash and your business share the job of getting them safely back to work.

1 If a Dash worker is injured on your site

1. Give first aid and get medical help. In an emergency, **call 000**.
2. **Call Dash straight away** on the number below, even if the injury seems minor.
3. If it's serious (hospital treatment, a dangerous occurrence or worse), don't disturb the scene and **notify WorkSafe on 13 23 60**.
4. Record it in your incident register and send Dash a copy, with any witness details and photos.

2 What Dash Group does

- ✓ Plans the worker's return to work as soon as we get their certificate of capacity.
- ✓ Looks for suitable or pre-injury duties for them, for up to 52 weeks while they can't fully work.
- ✓ Consults the worker, their doctor (with the worker's consent) and you.
- ✓ Has a Return to Work Coordinator who manages each claim.
- ✓ Deals with our WorkSafe Agent and the paperwork.
- ✓ Keeps the worker's medical information private.

3 What we need from you

- ✓ Name a return to work contact on site (fill in below).
- ✓ Reply quickly when we ask for help.
- ✓ Let Dash, the worker and any rehab provider visit the site when it's reasonable.
- ✓ Work with us on suitable duties that fit the certificate of capacity.
- ✓ Tell us how the worker is going on those duties.
- ✓ If you can't offer suitable duties, tell us why in writing.
- ✓ Keep the worker's health information private.

4 Key contacts

Dash Group Return to Work Coordinator
Keren Lewinsohn · 0404 159 976

Dash Group office
(03) 8609 9865
workcover@dashgroup.net.au

Dash Group's WorkCover broker
Paul Ramsdale, Jayrose Group
1300 785 244

Dash Group's WorkSafe Agent
DXC Claims Management Services
Employer no. 15352374

Your site's return to work contact

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Their phone and email

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Why this matters: under the *Workplace Injury Rehabilitation and Compensation Act 2013* (Vic), Dash Group must plan and support an injured worker's return to work, and host employers must cooperate with us so far as is reasonable (see WorkSafe Compliance Code 4 of 4, *Cooperating with labour hire employers about return to work*). Not cooperating can lead to penalties for either business. This poster is in addition to WorkSafe's "If you are injured at work" poster, which must still be displayed. WorkSafe Advisory: 1800 136 089.