

**Reference:** Policies RE-02, The Goal of Early & Safe and the Roles of the Parties; RE-03, Functional Abilities Information for Timely Return to Work; RE-04, Medication Services; RE-12, Labour Market RE-entry Overview; RE-13, Labour Market Re-entry Co-operation; RE-14, Labour Market Re-entry Assessments; RE-16, Labour Market Re-entry Plans, and *The Workplace Health, Safety and Compensation Act*

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### **36.01 INTRODUCTION**

The Case Manager will work with the workplace parties (the employer and the worker) and, where appropriate, the health care provider to determine whether they require any assistance, information or guidance to aid in the worker's safe and early return to work.

### **36.02 SERVICES PROVIDED BY THE CASE MANAGER**

The Case Manager can provide the workplace parties with:

1. information regarding reporting, co-operation and re-employment obligations;
2. information to facilitate and promote injury and illness prevention, assisted by the Prevention Services Department;
3. early and safe return to work best practices;
4. information regarding return to work resources;
5. assistance in clarifying the worker's functional abilities;
6. information to assist in assessing the workplace in terms of the worker's functional abilities, skills, knowledge and fitness to work;
7. information regarding programs available through the Commission, and
8. referral to the Commission's mediation services for unresolved disputes.

### **36.03 EVALUATIONS AVAILABLE**

The Commission may suggest that the workplace parties evaluate the workplace, the work and/or the worker to assist in the early and safe return to work process.

The evaluations may include, but not be limited to:

1. on-site work conditioning program;

- Work conditioning is an intensive treatment program specifically designed to recondition the injured worker's physical capacity and function as it relates to the general job demands of strength, endurance, movement, flexibility, motor control, cardiopulmonary functions and aerobic conditioning. This is necessary for workers whose tolerance levels interfere with their ability to perform job demands or participate in their medical treatment.
2. on-site work hardening program;
    - A work hardening program is an individualized, work-oriented program designed to progressively improve physical, behavioural and vocational functions in relation to the pre-injury employment of the worker. The objective of work hardening is to use real or simulated graded work activities to progressively improve physical capacities, psychomotor and physical skills, interpersonal and communication skills, work habits, productivity, knowledge of safe work practices and other work-related skills.
  3. easeback monitoring;
  4. ergonomic work station assessment;
    - Ergonomics is the practice of fitting workplace conditions and job demands to the capabilities of the worker. An ergonomic work station review analyzes the "match" between essential job demands and the capability of the worker to safely and productively perform them. The assessment should include an on-site examination of the worker's job, comments on the physical suitability of a specific job, and/or recommendations on how to modify the job to improve comfort, safety and efficiency.
  5. job site analysis;
    - A job site analysis is an objective evaluation of the tasks of a job which identifies postures, movements, forces, repetitions, weights (loads), durations and frequencies and other physical demands of each job task of a particular position. The physical environment in which the job occurs and any other factors that affect the worker's ability to perform the job tasks are documented.
  6. job placement assessment;
    - A job placement assessment involves assessing the worker in relation to the demands identified in the job. A job site analysis is required to determine an objective match to the job once the assessment results are finalized.
  7. trial work;
    - Trial work may be used to test a worker's functional capabilities in his or her own, or some other, job setting. The purpose is to ensure that the worker can perform, or is suited to, the duties of a particular occupation. It may be used as a test before returning to full employment, or as a tool to assess suitability before a worker is permitted to begin a training program, and/or
  8. functional capacity evaluation.
    - A functional capacity evaluation is a standardized, quantifiable and intensive examination which objectively measures a worker's current level of physical function and ability to perform functional or work-related tasks on a safe, dependable basis over a period of time. The evaluation includes an examination of pertinent clinical pathology, identification of client behaviours that interfere with performance as well as objective musculo- skeletal, neuromuscular and bio-mechanical testing. The clinician interprets the data collected based on sound clinical judgment and competencies specific to the delivery of functional capacity evaluations.

### 36.04 WHO PAYS FOR EVALUATIONS?

Employers should be encouraged to arrange and pay for these evaluations directly; however, if the employer does not directly pay, the Commission will pay the reasonable costs associated with evaluations where the Case Manager determines that such an evaluation is required to facilitate an early and safe return to work. To determine if an evaluation is necessary, the Case Manager considers the nature of injury, diagnostic and prognostic information available, the nature of the employment being proposed, the opinion of the health care provider(s) and the opinions of the workplace parties on the issue.

	<i>Effective Date</i>	<i>Approved</i>
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