

YOUR INJURY MANAGEMENT AND RETURN TO WORK PLAN

There are two types of written plans

- the injury management plan developed by your Case Manager at WorkCover, and
- the return to work plan developed by your employer if you are employed outside your volunteering activities.

Your return to work plan includes details on:

- How many hours you can work
- Types of work you can do
- Medical restrictions

DOCUMENTATION REQUIRED TO SUPPORT YOUR CLAIM

If you are claiming weekly compensation benefits because you have lost wages from your paid employment,

You will need to:

Provide WorkCover medical certificates for your injury that state the dates you have not been able to work and that your volunteer duties were a substantial contributing factor to your injury. All medical certificates must state a precise medical diagnosis.

If you are employed you will need to provide details of your employment and evidence of your income at the time of your injury. (Usually your pay slip.)

If you are self employed you should obtain WorkCover's policy for Weekly Compensation for Self-Employed Volunteers. Self-employed volunteers will also be required to complete a Statement of Claim for Time Lost by Self-Employed Volunteers.

If you are claiming compensation only for the cost of medical, hospital or rehabilitation costs you will need to attach your tax invoices and receipts for these services.

WHERE TO GET FURTHER INFORMATION

For questions about your claim or the management of your claim.

Contact the following:

Your volunteer organisation, or WorkCover Claims Branch on free-call 1800 221 960

You can also contact WorkCover by:

Fax 02 9287 4828

Email wca.claims@workcover.nsw.gov.au

Mail WorkCover NSW
Locked Bag 2906
LISAROW NSW 2252

All benefits payable in relation to your Workers Compensation Claim are as prescribed in accordance with the Workers Compensation (Bush Fire, Emergency and Rescue Services) Act 1987 and prescribed scheduled fees

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INFORMATION FOR BUSH FIRE, EMERGENCY AND RESCUE SERVICES VOLUNTEERS



This brochure provides you with information about Workers Compensation for NSW Bush Fire, Emergency and Rescue Services members.



making a difference

New South Wales Government



WHAT HAPPENS IF YOU ARE INJURED WHILE PARTICIPATING IN VOLUNTEER ACTIVITIES FOR YOUR ORGANISATION

If you have an injury while performing volunteering activities and cannot work for a certain period of time because of the injury then you can claim workers compensation.

The workers compensation system provides you with benefits and assistance to help you to recover so that you can return to your volunteering duties and/or work as safely and as soon as possible.

WorkCover NSW is the name of the authority responsible for Occupational Health & Safety and the Workers Compensation system in New South Wales. WorkCover is also responsible for the administration of the Workers Compensation (Bush Fire, Emergency and Rescue Services) Act 1987 which covers the needs of bush fire, emergency and rescue volunteers.

WHO IS ENTITLED TO CLAIM FOR COMPENSATION UNDER THE SCHEME

Members of NSW Bush Fire, Emergency and Rescue Services may claim compensation if they are injured while participating in authorised activities.

WHAT ARE AUTHORISED ACTIVITIES

These activities include, providing relief assistance and other operations in relation to any emergency, training and preparatory work genuinely related to these activities and fund raising. If you are in doubt contact your organisation, or WorkCover Claims Branch on 1800 221 960

WHAT BENEFITS ARE AVAILABLE

The Workers Compensation System provides a range of benefits:

Reasonably necessary medical and other expenses – including most medical and hospital treatments, therapies, counselling, medical tests and medication.

Reasonable rehabilitation expenses – covers costs associated with your return to pre-injury activities including rehabilitation provider expenses.

Reasonable other expenses – including items such as travel, aids and equipment.

Payment for permanent injuries – you may be entitled to a lump sum payment for serious and permanent injuries.

Loss of wages – If you are permanently employed or self-employed and cannot perform your normal duties benefits are paid to cover your basic wage until you are able to return to work. Initially the weekly benefit is paid at award rate, registered agreement rate or enterprise agreement rate of pay, capped at a maximum weekly rate. After 6 months your payments will drop to a statutory rate.

Permanently employed or self-employed volunteers should contact WorkCover as soon as possible after sustaining the injury.

Self employed volunteers should refer to WorkCover's policy "Weekly Compensation for Self-employed Volunteers"

Wages on returning to work – where a return to work plan is required for your return to work and your employer pays you for the hours you work WorkCover makes up the difference to your average weekly earnings, capped at a maximum rate.

Property damage – Compensation is also payable for loss, destruction or damage to private vehicles, equipment or things used in connection with authorised activities. Compensation is not payable if:

- The loss results from normal wear and tear.
- The property is stolen unless the applicant has taken reasonable action to attempt to recover the stolen property.
- Where the owner is entitled to adequate refund under any policy of insurance or from any other source.

WHAT YOU NEED TO DO IF YOU ARE INJURED

- Notify your volunteer organisation as soon as possible that you have suffered an injury.
- Complete the Notification of Injury form and send it to WorkCover by fax 0292874828 or email to wca.claims@workcover.nsw.gov.au and provide WorkCover any documents requested to assess or manage your claim.
- Complete the Workers Compensation Claim form when requested and provide to WorkCover any documents requested to assess or manage your claim.
- Talk to your Case Manager at WorkCover about your claim, rights and obligations regarding payment of benefit for medical treatment, rehabilitation and return to work.
- Actively participate in your Injury Management Plan and return to work plan.
- Undergo a medical assessment or rehabilitation assessment if requested by your Case Manager

You, the injured volunteer, have the right to:

- Choose your nominated treating doctor, usually your own doctor.
- Choose your treatment providers as well as occupational and/or retraining provider, if required.

Your treating doctor is to:

- Complete WorkCover medical certificates
- Monitor your condition regularly
- Liaise with WorkCover and your employer (if you are employed) to develop the written plans for your return to work and advise you and your employer about suitable duties while you are recovering from your injury.
- Be involved in the development of your injury management and return to work plans.