

# RETURN TO WORK PROGRAMME

HELPING YOU RETURN TO WORK AFTER INJURY

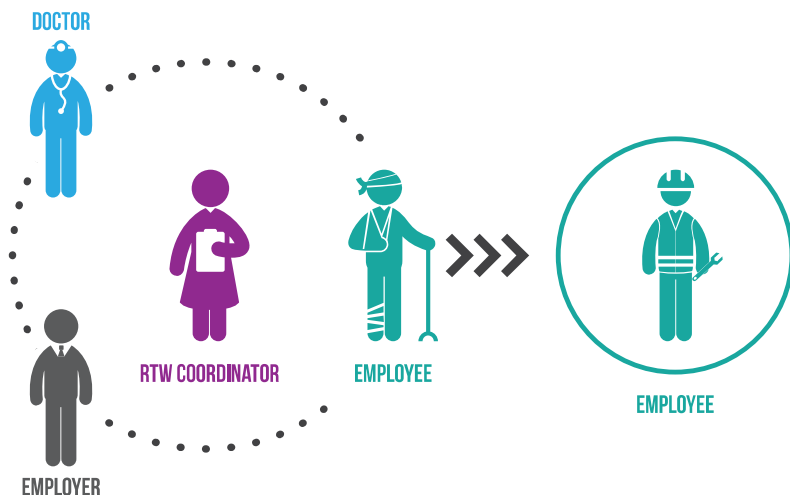




## HOW WILL I BENEFIT FROM THE RETURN TO WORK (RTW) PROGRAMME?

We know it can be distressing when a work injury occurs.

The RTW Programme provides personalised case management through a RTW Coordinator to assist you, as the injured person, to recover, remain at and return to work.\*



Under the RTW programme, a RTW Coordinator will partner you to:

1. Engage your doctor to understand your medical condition and determine what specialist medical support you need.
2. Engage your employer to understand your job duties, and identify barriers to and opportunities for recovery and getting back to work.
3. Review your work capacity and work options, develop your RTW plan and monitor your progress.

If you are unable to return to your pre-injury role, the RTW Coordinator will discuss other options with you and your employer. These options include retraining for a new job with your current employer or referral to government employment centres or community services to find new employment, depending on the degree of functional impairment.

*\*Singapore citizens, permanent residents and Work Pass Holders can take part in the RTW Programme.*

## DO I HAVE TO PAY FOR THE RTW SERVICES?

Expenses for RTW services include rehabilitation treatment, RTW coordination, functional capacity evaluation, and worksite assessment. They could be funded through the following ways:



If you are covered by the Work Injury Compensation Act (WICA), your RTW expenses will be funded through the work injury insurance premium that your employer pays.

You will also be entitled to claim for:

- Medical leave wages for days you were issued with medical leave due to work injury, and
- Medical expenses, including medical consultation costs, hospitals charges and medication.



If you are not covered by the WICA, your RTW expenses could be funded by your employee benefits, and group or personal health insurance.



If you work for an SME, your employer can get additional support for your RTW expenses by tapping on the RTW Grant via [www.wshc.sg/returntowork](http://www.wshc.sg/returntowork)

## HOW DO I SIGN UP FOR THE RTW PROGRAMME?

- Your doctor will recommend you to the RTW Programme when your medical condition is stable.
- You could ask for more information on the RTW Programme from your doctor or therapist.

## HOW LONG DO I NEED TO BE ON THE RTW PROGRAMME?

On average, it takes an injured worker 6 months to return to work after sustaining their injury.



## THE RTW JOURNEY



### WORKER GETS INJURED

- Seek medical help immediately.
- Inform employer where possible.



### DOCTOR GIVES MEDICAL HELP AND ASSESSMENT

- Treat worker, provide diagnosis, prognosis.
- Recommend RTW if medical condition is stable.



### RTW COORDINATOR EXAMINES THE CASE

- Understand worker's condition from doctor.
- Understand worker's job duties and work environment from employer.



### RTW COORDINATOR WORKS WITH DOCTOR, WORKER AND EMPLOYER

- Works with doctor and employer to carry out a personalised plan.
- Works with employer on job re-design to help worker return to work.
- Update employer about recovery and plans for RTW.



### DISCHARGE FROM PROGRAMME

- Worker returns to work with same or different employer doing pre-injury or modified pre-injury work or different work.
- If worker is unable to return to pre-injury work, he or she will be referred to government employment centres or community services for vocational training or job placement.



## PARTICIPATING HOSPITALS

#### Changi General Hospital

Return-to-Work Clinic

Tel: 6788 8833

Email: Return\_To\_Work@cgh.com.sg

#### Khoo Teck Puat Hospital

Rehabilitation Services

Tel: 6555 8000

Email: ktph\_returntowork@ktph.com.sg

#### National University Hospital

Rehabilitation Centre

Tel: 6772 2002

Email: nuhrtwc@nuhs.edu.sg

#### Ng Teng Fong General Hospital

Clinic A62 Rehabilitation

Tel: 6716 2000

Email: JHCampus\_RTW@nuhs.edu.sg

#### Singapore General Hospital

Return-to-Work Clinic

Tel: 6326 6353 / 6321 4377

Email: occupational.health@sgh.com.sg

#### Sengkang General Hospital

Return-to-Work Clinic

Tel: 6930 6000

Email: rtw@skh.com.sg

### Supported by



#### Tan Tock Seng Hospital

Department of Occupational Therapy

Tel: 6357 8339

Email: occupational\_therapy@ttsh.com.sg

For more information, go to [www.wshc.sg/returntowork](http://www.wshc.sg/returntowork)