

**Toolbox Talk Sheet: 69 Self- Insurance Licence Extension**

**Toolbox Talk**

**Date:** 6<sup>th</sup> December 2022      **Distribution:** All Fleetmaster Employees

**Topic:** Self-Insurance Licence Extension      **Issued by:** WHS Department

**What's Happening?**

- Fleetmaster Services Pty Ltd 'Fleetmaster' is a subsidiary of Jim Pearson Transport.
- Under the terms of a self-insurance license, Fleetmaster is authorised to self-manage its claims and rehabilitation functions.
- Fleetmaster Services is proposing to seek an extension of our current self-insurance licence granted by the Commission. The current licence expires on 30 June 2023. We are applying for a further 8-year licence extension for the period 1 July 2023 to 30 June 2031.
- The standard term for a licence is 8 years, a licence extension is then sought by the licensee. Fleetmaster's application will be submitted to the Commission for consideration prior to the commission meeting in March 2023 where the application will be considered.

**Do I need to do anything?**

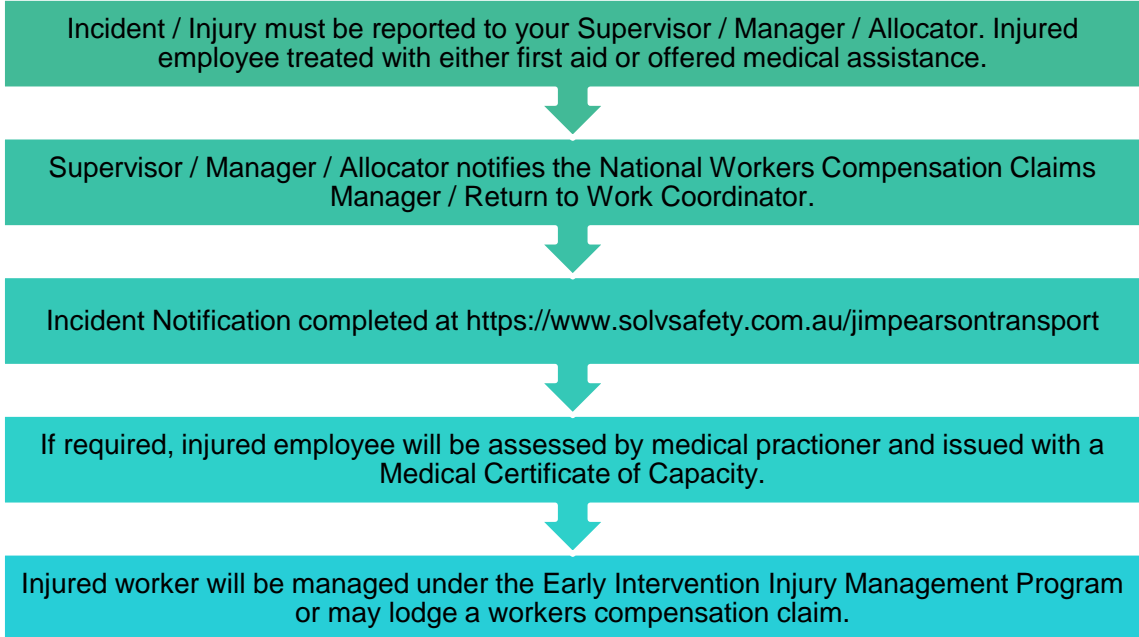
- As Fleetmaster has already completed the required Audits, the process will not affect you at all.
- Employees' Workers' Compensation and Work, Health and Safety rights and obligations will not be affected by the licence extension. All Policies and Procedures will continue to apply.

**Why is Fleetmaster looking to extend the licence?**

- A licence extension will enable Fleetmaster to continue to manage our own Injury Management Program with claims and rehabilitation, it also helps with more effective early intervention and return to work outcomes.

**What is Fleetmasters Injury Management Program?**

When an injury occurs, the following process is followed:



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### How does Fleetmaster managing its own Injury Management Program affect me?

If you injure yourself at work, you will be treated and managed within the JPT Injury Management Program. Injuries can be categorised and managed as:

#### First Aid / Injury Only:

- First aid is administered (if required) and the employee can return to work.
- The JPT Workers Compensation Injury Management Department (WCIM) contacts the injured employee upon notification of an injury to ascertain the level of injury and medical treatment requirements.

#### Medical Treatment

##### Early Intervention

- The JPT Early Intervention Injury Management Program provides immediate intervention in the assessment and management of an employee's work-related illness or injury. It is offered the day of injury, illness or emerging symptoms are reported allowing for treatment to be arranged, approved and provided as soon as it is needed.
- Early intervention Injury Management programs have been found to have a positive effect for employees, including:
  - Recovery outcomes
  - Capacity to remain at work
  - The length of time away from work
  - The likelihood of further absence due to sickness
  - How they view the workplace.

##### Workers Compensation Claim

- The JPT Workers Compensation and Injury Management Department (WCIM) will manage an Accepted Claim.
- All workers with work-related injuries/illnesses receive medical treatment and allied health in their own local area.
- The WCIM maintains constant communication and consultation with injured workers, treating medical practitioners, allied health providers and supervisors. This enables a team effort in the development and management of a successful return to work plan based on the injured workers individual injury and circumstances.
- If a Return-to-Work program is required, the Return-to-Work plan is developed to outline the steps, workplace arrangements and/or rehabilitation services to assist the injured employee to return to work quickly and safely.

**Any questions, concerns or feedback** can be emailed to [whs@jimpearson.com.au](mailto:whs@jimpearson.com.au) or raised in person or by phone with any of the following:

#### Workers Compensation Injury Management & Work, Health & Safety Department

- Phone: 026581 0666 / 0402 014 910
- Email: [whs@jimpearson.com.au](mailto:whs@jimpearson.com.au)

#### Supervisors / Managers

- Phone or Email Manager directly

#### Driver Trainers

- Email: [drivertraining@jimpearson.com.au](mailto:drivertraining@jimpearson.com.au)

#### WHS Safety Committee

- Safety Committee members identified on noticeboards

#### HSRs

- Email: [hsr@jimpearson.com.au](mailto:hsr@jimpearson.com.au)

**Depot Manager:** (print document then complete) **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- This Toolbox Talk has been discussed with workers
- I have placed this Toolbox Talk on the Noticeboard
- / / Document to be removed from noticeboard