

SOUTH FRASER HOME SUPPORT SOCIETY

Graduated Return to Work

Modified work and light duties are available at South Fraser Home Support Society. Please take this Graduated Return to Work Schedule to your physician for approval **immediately**. **This document is your formal offer of modified work and light duties.**

Physician: During the Graduated Return to Work plan, the employee will be **an extra person to ensure that they will not be required to work outside the approved duties.** We can accommodate most temporary functional restrictions.

Name of Employee: _____

Position: Community Health Worker II

Light Duties: **Start Date:** _____ **Stop Date:** _____

Description of Position: This modified job routine is designed to meet the needs of our Community Health Workers requiring a safe early return to work plan.

Physician, please check off all duties this worker can perform.

<i>Job Task and Outline</i>	<i>Physical Demand of Job Task</i>	<i>Physician Comments</i>
<p><u>In Office Assistance:</u></p> <p><input type="checkbox"/> Client filing</p> <p><input type="checkbox"/> Photocopying of Agency Forms</p> <p><input type="checkbox"/> Shredding</p> <p><input type="checkbox"/> Answering calls</p> <p><input type="checkbox"/> Data entry</p>	<p>Sitting/standing as tolerated.</p> <p>There are many opportunities to change between sitting and standing.</p> <p>Micro-breaks (short 1-5 minute interruptions from work activity) may be taken as required.</p>	
<p><u>Cluster Care:</u></p> <p><input type="checkbox"/> Go to a designated building or cluster of buildings with partner</p> <p><input type="checkbox"/> Check Care Plan at each client.</p> <p><input type="checkbox"/> Assisting independent clients with (no transferring/lifting) personal care</p> <p><input type="checkbox"/> Meal preparation</p>	<p>Driving to Cluster site (10-20 mins)</p> <p>Walking/standing (up to 30 mins)</p> <p>Bending, using hands, lifting resident limbs (5-20 lbs)</p> <ul style="list-style-type: none"> • Washing faces • Brushing teeth • Toileting • Peri-care • Assist client to take medications as per Care Plan <p>Walking/standing/sitting/bending/using hands (40 mins)</p> <ul style="list-style-type: none"> • chopping/cutting food for meal prep • wiping down counters following food prep • preparing coffee/tea • Assist clients with fluids and meals (sitting position) 	

<p><u>Cluster Care continued:</u></p> <p><input type="checkbox"/> Tidying rooms and bathrooms in accordance with Care Plan</p> <p><input type="checkbox"/> Socialize with clients</p>	<p>Walking/standing/bending/using hands (30 mins)</p> <ul style="list-style-type: none"> • Working with partners, assisting to tidy bathroom, bedrooms, other areas of the home used by the client • Putting away clothes, changing bed linens, laundry <p>Sitting, standing, walking (10-30 mins)</p> <ul style="list-style-type: none"> • Provide companionship and additional social interaction • Reading, writing, talking 	
<p><u>Community hours with Partner</u></p> <p><input type="checkbox"/> Go to designated assignments with partner, check Care Plan.</p> <p><input type="checkbox"/> All other tasks as noted under Cluster Care, the only difference being that worker is traveling between individual client homes.</p> <p><input type="checkbox"/> No client transfers/lifting</p>	<p>Driving to client's residence (10-20 mins per client)</p>	

- Many GRTW plans include reduced hours. For example, an employee may work four hours per day, every second day, etc. Please indicate in the comments above if this worker requires a reduced schedule.
- Throughout the day, there may be opportunities for additional tasks provided to the employee within their physical limitations.

WorkSafe BC supports early return to work as an important component of worker's rehabilitation, and recognizes that the earlier a worker is able to safely return to productive work following an injury, the more likely he or she is of obtaining maximum recovery. This is reflected in policy RSCM 34.11 *Selective/Light Employment*, which states in part: *"It has been amply demonstrated that the earlier a worker is able to safely return to productive employment following an injury, the more likely he or she is of obtaining maximum recovery."*

Physician's Signature: _____

Date: _____

If you have any questions or concerns in regards to this form please contact Marcia Klassen, HR Manager at 604-575-6104. Thank you in advance for your assistance in completing this form.