

# Return to work adjustments



Identifying work factors that may exacerbate mental health issues.

## General details

Employee name

Position title

Location

Contact number

Email

## Manager/supervisor details

Direct supervisor

Manager

Contact no

Contact no

Email

Email

## General details of injury and treatment

Date of injury

Nature of injury

Receiving medical treatment

Y  N

Name of treating medical practitioner

Address

Contact no

Fax no

Work restrictions on the current medical certificate (if any)

In planning a return to work program for non-workers' compensation mental issues, an important step is to identify any work-related stressors that may have contributed to or may add pressure at work. Identification of any work stressors will then inform what reasonable adjustments you can make in order to facilitate return to work.

Possible stressors	Examples	Present (yes/no)	Can any adjustments be made?
Workload/ work pace	<ul style="list-style-type: none"><li>• Work overload or under load</li><li>• High work rate or time pressures</li><li>• Subject to constant deadlines</li></ul>		
Role in the organisation	<ul style="list-style-type: none"><li>• Role or task uncertainty</li><li>• Conflicting or multiple roles within the same job</li><li>• Responsibility for other people</li><li>• Continuously dealing with other people and their problems</li></ul>		

<b>Work context</b>	<ul style="list-style-type: none"> <li>• Physically demanding role</li> <li>• Hazardous work</li> <li>• Emotionally demanding role</li> <li>• Dealing with difficult clients/customers</li> <li>• Violence and threats of violence</li> <li>• Mentally demanding role</li> </ul>		
<b>Physical work environment and equipment</b>	<ul style="list-style-type: none"> <li>• Poor workplace layout</li> <li>• Lack of space</li> <li>• Excessive noise</li> <li>• Poor lighting</li> <li>• Extreme heat or cold</li> <li>• Inadequate equipment</li> </ul>		
<b>Degree of control</b>	<ul style="list-style-type: none"> <li>• Low participation in decision-making</li> <li>• Lack of control over work methods and scheduling of work</li> </ul>		
<b>Work schedule</b>	<ul style="list-style-type: none"> <li>• Shift work</li> <li>• Unpredictable working hours</li> <li>• Long or unsocial hours</li> </ul>		
<b>Management of work</b>	<ul style="list-style-type: none"> <li>• Supervision arrangements</li> <li>• Performance management arrangements</li> <li>• Inadequate information, instruction and/or training</li> </ul>		
<b>Employment status</b>	<ul style="list-style-type: none"> <li>• Job insecurity</li> </ul>		
<b>Relationships at work</b>	<ul style="list-style-type: none"> <li>• Bullying and harassment</li> <li>• Poor relationship with co-workers</li> <li>• Interpersonal conflict</li> </ul>		
<b>Physical or social isolation</b>	<ul style="list-style-type: none"> <li>• Lack of opportunity for meaningful interaction with others</li> <li>• Lack of social support</li> </ul>		
<b>Home/work interface</b>	<ul style="list-style-type: none"> <li>• Conflicting demands of work and home life</li> <li>• Low support for family problems at work</li> <li>• Low support for work problems at home</li> <li>• Dependencies (i.e. carer, children)</li> </ul>		