



## Rehabilitation & Return to Work Co-Ordinator Training



Approved  
training  
provider

### COURSE INFORMATION

From the 1st of January 2009 employers who have 30 or more employees are required under Section 28D of the Workers Rehabilitation and Compensation Act 1986, to appoint a Rehabilitation and Return to Work Coordinator.

Essentially, the RRTWC training is designed to provide the skills and knowledge for the selected person to establish and/or maintain a system for managing the rehabilitation and return to work of injured workers within the participant's organisation. It will also include planning and coordinating effective individual workplace return to work schedules for injured workers in line with current best practice guidelines.

ATEC – Adelaide Training & Employment Centre offer both the Level One (1-day) and Full RRTWC training (3-day) programs.

- Level One: If your WorkCover levy rate is less than 4.5% you only need to undertake the 1-day training program.
- Full Training: If your levy rate is 4.5% or higher, or you are a self insured employer, you are required to undertake the full 3-day RRTWC program.

The Level 1 course outline is as follows:

- Identify, access and understand relevant current legislation governing workers compensation in South Australia, particularly regarding employers' requirements relating to workplace-based rehabilitation and return to work coordination.

The full RRTWC program includes the Level One outline above and:

- Develop, facilitate and monitor all aspects of return to work management in your organization
- Conduct situational workplace assessments
- Develop suitable duties schedule
- Implement and monitor suitable duties schedules

**Please call 1300 112 832 or email [bookings@atec.asn.au](mailto:bookings@atec.asn.au) for more information.**

**Course dates and locations are on the following page.**

## 2012 COURSE DATES

Level 1	Level 2
February 14th	February 14th - 16th
April 17th	April 17th - 19th
June 12th	June 12th - 14th
August 14th	August 14th - 16th
October 16th	October 16th - 18th
December 4th	December 4th - 6th

### Location:

ATEC Ottoway  
275 Grand Junction Road  
Ottoway 5013

All courses are run from 9.00am to 4.30pm