

## BENEFITS EXPLAINED

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How does a Job Task Analysis and Job Dictionary benefit you and your organisation?



### MINIMISE CLAIM COSTS BY IMPROVING STAKEHOLDER KNOWLEDGE AND COMMUNICATION

Enhancing Medical and Allied Health Practitioner knowledge of the injured worker’s job demands and the working environment, enables Practitioners to make informed decisions, enhancing certification practices.

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Mitigate the risk of a total incapacity certificate (Lost Time Injury or LTI) due to a Practitioner’s lack of understanding of job demands and the availability of alternate suitable duties.

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Enhance communications between key stakeholders, as all parties have a common ‘frame of reference’ and can speak a common language.

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Enable evidence-based, task-specific functional rehabilitation (where indicated) to mitigate the risk of costly chronicity.

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### REDUCE ADMINISTRATIVE BURDEN, SAVING YOU TIME AND YOUR ORGANISATION MONEY

Provides a common ‘frame of reference’, enabling RTW Coordinators to identify suitable duties and develop Return to Work Plans more efficiently and effectively, facilitating timely, safe, and sustained RTW outcomes.

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Enhance relationships with key stakeholders (i.e. Medical and Allied Health Practitioners) involved in the clinical management of injured workers, providing a common ‘frame of reference’ to facilitate collaborative communication and objective, outcome-focused goal setting.

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### **MITIGATE INJURY RISK, FROM RECRUITMENT TO RETIREMENT**

Data contained within the Job Dictionary can be used as a foundation upon which further Risk Mitigation strategies can be developed.

**These may include (but not be limited to):**

Develop tailored, role specific, Pre-employment Assessment testing framework, to strategically assess a prospective employee’s capacity to meet the specific inherent physical requirements of the proposed job. Don’t risk employing the wrong candidate.

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Identification of hazardous manual handling tasks, requiring risk control.

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Develop tailored Fitness for Duty Assessments to strategically assess an injured or ill worker’s capacity to successfully meet the specific inherent physical requirements of a position, enabling a RTW with lower risk of recurrence or occupational aggravation.

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Identify training gaps, ensuring employees have the required skills and capabilities to perform their job safely.

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### **DRIVE A SHIFT FROM COSTLY, REACTIVE, INJURY MANAGEMENT TO COST-EFFECTIVE, PROACTIVE, INJURY PREVENTION**

Data contained within the Job Dictionary can be used as a foundation upon which further Injury Prevention initiatives can be based.

**These may include (but not be limited to):**

Undertaking formal Manual Handling Risk Assessment and implementing risk controls for Manual Handling tasks identified to be hazardous.

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Developing tailored, role specific Pre-employment Assessments to recruit suitable candidates who have a demonstrated capacity to meet the inherent physical requirements of the proposed position.

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Developing tailored, role specific Fitness for Duty Assessments to facilitate safe and durable RTW following injury or illness, reducing risk of recurrence or occupational aggravation.

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Developing tailored, Task-specific Manual Handling Training to maximise individual skills and promote healthy workforce behaviours.

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Developing tailored Stretch/Warm-Up Programs.

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Developing tailored Work Conditioning Programs to enhance work capacity and longevity, particularly relevant to mature-aged workers.

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