Suitable Duties Plan (SDP) #	
Worker:	**Ph:**
Injury Diagnosis:	**Claim #:**
Supervisor / Manager:	Ph:
Treating Doctor:	Ph:
Plan completed by: JCU / Provider / Insurer	Duration of SDP: to
Long term RTW Goal:	Current work hours:
Objective of this SDP:	Normal work hours:
Job title:	

Task details		
Week	**Duties**	**Restrictions**
Week 1 Commencing: Days: Hours:		
Week 2 Commencing: Days: Hours:		
Week 3 Commencing: Days: Hours:		
Week 4 Commencing: Days: Hours:		

Recommendations

- Symptom management activities to be performed for up to 5 minutes every hour or as prescribed by treating medical professionals;
- Injury Prevention and Management Advisor to be notified immediately should any difficulties or increase in symptoms arise;
- Injury Prevention and Management Advisor must be advised of any program change or variation in hours worked;
- Routine reviews may take place throughout the SDP to ensure adherence and ongoing progress;
- Medical appointments are to be scheduled outside working hours wherever possible.

Suitable Duties Plan (SDP) #	**Worker:**

Is a Personal Emergency Evacuation Plan (PEEP) required while on Suitable Duties: Yes ☐ No ☐ If yes, manager to contact HSE team to arrange.	**Remuneration Details:** ☐ Normal Salary / Wages ☐ WorkCover partially funded suitable duties ☐ Income Protection (hours not worked) ☐ Leave without pay (hours not worked) ☐ Accrued leave entitlements
Plan to be reviewed on:	

If there are any questions / concerns regarding the stay at work / return to work suitable duties plan please contact the Injury and Prevention Management Advisor at rehab@jcu.edu.au or 4781 6182.

Signatures	
Treating Doctor	**Worker**
Name:	Name:
I approve this plan	I have been consulted about the content of this plan and agree to participate
Signature:	Signature:
Date signed:	Date signed:
Supervisor / Manager	**Injury Prevention and Management Advisor (IPaMA)**
Name:	Name:
I agree to ensure this plan is implemented in the work area	I agree to monitor this plan
Signature:	Signature:
Date signed:	Date signed: