
Policy Section:	Human Resources
Policy Title:	Workplace Injury and Illness
Policy Number:	RCJTC P.05.20
Date Published:	September 1, 2010
Date Reviewed:	June 2, 2014
Year of Next Review:	

20. WORKPLACE INJURY AND ILLNESS

- 20.1** The RCJTC shall comply with the Workplace Safety and Insurance Act with respect to occupational injury and illness sustained by employees of RCJTC.
- 20.2** Employees shall seek out and receive first aid treatment as soon as safely possible and take action for further treatment as required or as directed by the first responder.
- 20.3** Employees shall report all workplace incidents resulting in injury or illness to their supervisor or a supervisor on duty as soon as reasonably safe.
- 20.4** RCJTC shall establish and communicate procedures for the response to workplace injury and illness, the reporting of injury and illness arising out of or in the course of employment, the management of workers' compensation claims, and the early and safe return to work of occupationally injured or ill employees.
- 20.5** RCJTC shall ensure that all workplace injuries and illnesses (including those requiring only first aid) are investigated within 1 work day by a supervisor without placing blame to determine underlying causes and recommend corrective actions to help in the prevention of further work-related incidents or accidents.