

Who can provide Allied Health services to injured workers?

Each *table of costs* outlines the professional requirements that a workers' compensation insurer will recognise. Providers should be registered with the appropriate Board or the appropriate professional association if not covered under the Australian Health Practitioners Regulation Agency (AHPRA). Please check that you have the appropriate qualifications and registration prior to providing a service as an insurer may decline to pay for your services if you are not appropriately qualified and registered.

Provider	Workplace evaluation/ assessment	Activities of daily living assessment	Functional capacity evaluation	Driving Assessments	Return to work facilitation	Suitable duties plan & Monitoring	Vocational assessment	Job seeking	Job preparation	Job placement services
Accredited Exercise Physiologist (A person who is an Accredited Exercise Physiologist (AEP) with Exercise and Sports Science Australia – E.S.S.A)	✓	✓	✓	x	✓	✓	x	✓*	✓*	✓*
Occupational Therapist (A person registered as an occupational therapist with the Occupational Therapy Board of Australia)	✓	✓	✓	✓	✓	✓	✓*	✓*	✓*	✓*
Physiotherapist (A person registered as a Physiotherapist with the Physiotherapy Board of Australia)	✓	✓	✓	✓	✓	✓	x	✓*	✓*	✓*
Psychologist (A person registered as a Psychologist with the Psychology Board of Australia)	✓	x	x	x	✓	✓	✓*	✓*	✓*	✓*
Rehabilitation Counsellor (A person with a tertiary qualification in an accredited rehabilitation counselling course or other recognised behaviour science degree and a full member of the Australian Society of Rehabilitation Counsellors –ASORC or Rehabilitation Counselling Association of Australasia - RCAA.)	✓	x	x	x	✓	✓	✓*	✓*	✓*	✓*
Social Worker (A person with a tertiary degree in social work)	x	x	x	x	✓	✓	✓*	✓*	✓*	✓*
Vocational placement provider (Those wishing to provide job preparation, seeking and placement services. The provider must be able to provide proof that they are appropriately skilled to assist the worker to prepare for employment.)	x	x	x	x	x	x	x	✓*	✓*	✓*

The table below provides an overview of who is approved to deliver supplementary services within this table of costs.

Provider	Communication / consultation	Case conference	Progress report	Standard report	Comprehensive report	Travel	External Case Management
Accredited Exercise Physiologist (A person who is an Accredited Exercise Physiologist (AEP) with Exercise and Sports Science Australia – E.S.S.A)	✓	✓	✓	✓	✓	✓	✓*
Occupational Therapist (a person registered as an Occupational Therapist with the Occupational Therapy Board of Australia)	✓	✓	✓	✓	✓	✓	✓*
Physiotherapist (a person registered as a Physiotherapist with the Physiotherapy Board of Australia)	✓	✓	✓	✓	✓	✓	✓*
Psychologist (a person registered as a Psychologist with the Psychology Board of Australia)	✓	✓	✓	✓	✓	✓	✓*
Rehabilitation Counsellor (A person registered as a member of the Australian Society of Rehabilitation Counsellors –ASORC or Rehabilitation Counselling Association of Australasia – RCAA)	✓	✓	✓	✓	✓	✓	✓*
Social Worker (a person with a tertiary degree in social work)	✓	✓	✓	✓	✓	✓	✓*
Vocational placement provider (Those wishing to provide job preparation, seeking and placement services. The provider must be able to provide proof that they are appropriately skilled to assist the worker to prepare for employment.)	✓	x	✓	✓	✓	✓	x
Social Worker (a person with a tertiary degree in social work)	✓	✓	✓	✓	✓	✓	✓*
Vocational placement provider (Those wishing to provide job preparation, seeking and placement services. The provider must be able to provide proof that they are appropriately skilled to assist the worker to prepare for employment.)	✓	x	✓	✓	✓	✓	x

* Must be able to provide proof that they have the appropriate skills and demonstrated experience in the area of external case management, vocational assessment, job seeking, preparation and placement services to a level acceptable to the insurer.

Rehabilitation and return to work

Rehabilitation is defined under s40 of the *Workers' Compensation and Rehabilitation Act 2003* (the Act) as follows:

40 Meaning of *rehabilitation*

- (1) *Rehabilitation*, of a worker, is a process designed to—
- (a) ensure the worker's earliest possible return to work; or (b) maximise the worker's independent functioning.

Primarily, the purpose of rehabilitation is to return the worker to their pre-injury duties and pre-injury employer.

Sometimes this is not feasible because of the worker's injury and/or medical restrictions and the demands of the pre-injury duties. In this case, the secondary purpose of rehabilitation is to return the worker to other suitable duties with the pre-injury employer. If this is not possible, the worker may be offered suitable duties with a different employer (sometimes described as a host employer).

If the worker has ongoing or predicted impairment and/or medical restrictions, and the demands of the pre-injury duties are beyond the worker's capabilities, the primary purpose of rehabilitation becomes to permanently return the worker to other suitable duties with the pre-injury employer. If this is not feasible, the worker may be returned to work on other suitable duties with a different employer.

If the extent of an injury means return to work is inappropriate, the purpose of rehabilitation is then to maximise the worker's independent functioning.

Service conditions

Services provided to injured workers are subject to the following conditions:

- **Treatment sessions** - each *table of costs* will outline the requirements of each item code and whether it needs to be referred by an insurer or approved by an insurer
- **Provider management plan** – this form is available at worksafe.qld.gov.au and is to be completed if treatment is required after any pre-approved sessions or any services where prior approval is required. An insurer may require the *Provider management plan* to be provided either verbally or in written format. (Check with each insurer as to their individual requirements). The insurer will not pay for the preparation or completion of a *Provider management plan*
- **Approval for other services or sessions** – approval must be obtained for any service requiring prior approval from the insurer before commencing treatment
- **Payment of treatment** – all fees payable are listed in the *table of costs*. For services not outlined in the table of costs, prior approval from the insurer is required
- **Treatment period** – treatment will be deemed to have ended if there is no treatment for a period of two (2) calendar months. After this a *Provider management plan* needs to be submitted for further treatment to be provided. (The worker must also obtain another referral)
- **End of treatment** – all payment for treatment ends where there is either no further medical certification, the presenting condition has been resolved, the insurer finalises/ceases the claim, the worker is not complying with treatment or the worker has achieved maximum function
- **Change of provider** – the insurer will pay for another initial consultation by a new provider if the worker has changed providers (not within the same practice). The new provider will be required to submit a *Provider management plan* for further treatment outlining the number of sessions the worker has received previously

Treatment standards and expectations

When treating a worker with a compensable injury, the practitioner should, where appropriate:

- deliver outcome-focused and goal-orientated services, which are focused on achieving maximum function and safely returning the worker to work
- consider bio psychosocial factors that may influence the injured workers' return to work
- advise and liaise with the relevant treating practitioners and insurer
- keep detailed, appropriate, up-to-date treatment records and any relevant information obtained in the service delivery
- ensure that the worker has given their written authority prior to the exchange of information with third parties other than the referrer
- be accountable for the services provided, ensuring those services incurred for the compensable injury are reasonable
- maintain practice competencies relevant to the practitioner's profession and the delivery of services within the Queensland workers' compensation environment

Note: long-term maintenance therapy is generally not supported unless sustained improvement in function can be demonstrated.

Payment for services

The worker's compensation claim must have been accepted by the insurer for the injury or condition being treated. If the application for compensation is pending or has been rejected, the responsibility for payment for any services provided is a matter between the practitioner and the worker (or the employer, where services have been requested by a Rehabilitation and Return to Work Coordinator).

All invoices should be sent to the relevant insurer for payment—check whether the worker is employed by a self-insured employer or an employer insured by WorkCover Queensland.

Identify the appropriate item in the *table of costs* for services or treatment provided. The insurer will only consider payment for services or treatments for the compensable injury, not other pre-existing conditions. Insurers will **not** pay for general communication such as receiving and reviewing referrals.

All hourly rates are to be charged at pro-rata where applicable e.g. for a 15min consultation/service charge one quarter of the hourly rate. All invoices must include the time taken for the service as well as the fee.

Fees listed in the *table of costs* do not include GST. The practitioner is responsible for incorporating any applicable GST on taxable services/supplies into the invoice. Refer to a taxation advisor or the Australian Taxation Office for assistance if required.

Self-insurers require separate tax invoices for services to individual workers. WorkCover Queensland will accept billing for more than one worker on a single invoice.

Accounts for treatment must be sent to the insurer promptly, and within two (2) months after the treatment is completed. To ensure payment, the invoice must contain the following information:

- the words 'Tax Invoice' stated prominently
- practice details and Australian Business Number (ABN)
- invoice date
- worker's name, residential address and date of birth
- worker's claim number (if known)
- worker's employer name and place of business
- referring medical practitioner's or nurse practitioner's name
- date of each service
- item number/s and treatment cost
- a brief description of each service item supplied, including areas treated
- the name of the practitioner who provided the service