The following are general considerations for returning employees to work safely and effectively. Each employer’s return to work program may operate differently, and can benefit from a tailored program, but here are some important aspects to consider:

**Return to Work Checklist**

- Is the Return to Work (RTW) program centralized or decentralized within the employer’s hierarchy?
  - Do all RTW decisions follow this process?
  - If not, what processes do? (e.g. Accommodations)

- How are accommodation requests handled, is there an identified escalation path if locations deny a request or are inconsistent?

- Does the employer have a separate process and escalation path for early intervention or stay at work requests?

- What wellness programs does the customer have in their benefit suite that can be linked to their leave programs?
  - Which wellness vendors can have warm transfers?
  - Which wellness vendors can share data for trend analysis?

- Are there any specific job functions or certification requirements that would preclude you from having a RTW program for your population?

**Employer Suggestions**

- Consider manager training about your RTW program/philosophy, focus on locations with high absence incidence rates or high accommodation requests.

- Leverage your leave administrator for diagnostic and location trend reporting to be prepared for frequent accommodation requests related to high frequency leave scenarios.

- Consider onsite evaluations for positions with high frequency leaves to pro-actively identify opportunities for ergonomic changes to aid in accommodation requests.