

David Berlusconi

From: David Berlusconi
Sent: Friday, 14 June 2019 12:16 PM
To: 'Amy Kinchington'
Subject: FW: Returning to Work
Attachments: RTWP - Matthew Bennet - 03.06.19.pdf

Hi Amy,

I do not have Joel's email address. If you can forward this attached RTWP onto him this to him that would be great.

Regards.

David Berlusconi
Human Resources Manager
Australian Automotive Group Pty Limited
60 O'Riordan Street, Alexandria
NSW, 2015, Australia
P | +61 2 9332 8167 F | +61 2 9360 5375
M | +61 417 293 398 E | dberlusconi@aag.com.au

From: David Berlusconi
Sent: Monday, 3 June 2019 11:29 AM
To: Blake Potter
Subject: FW: Returning to Work

Please find attached. I sent it to another Blake (I recalled the message).

Regards.

David Berlusconi
Human Resources Manager
Australian Automotive Group Pty Limited
60 O'Riordan Street Alexandria NSW 2015
P | +61 2 9332 8167 F | +61 2 9360 5375 M | +61 417 293 398
E | dberlusconi@austautogroup.com.au



From: HR
Sent: Monday, 3 June 2019 9:55 AM
To: 'Matt Jon'
Cc: 'blakebc99@yahoo.com'
Subject: RE: Returning to Work

Hi Matthew,

That's fine. Please make your way into work now. Blake is waiting.

I am not sure if I can get there prior to your arrival but Blake has your draft return to work plan.

Regards.

David Berlusconi
Human Resources Manager
Australian Automotive Group Pty Limited
60 O'Riordan Street Alexandria NSW 2015
P | +61 2 9332 8167 **F** | +61 2 9360 5375 **M** | +61 417 293 398
E | dberlusconi@austautogroup.com.au



From: Matt Jon [<mailto:matthewjon1123@gmail.com>]
Sent: Monday, 3 June 2019 9:43 AM
To: HR
Subject: Re: Returning to Work

I did not receive any email regarding returning to work I apologise.

On Mon, 3 Jun. 2019, 9:37 am HR, <hr@aag.com.au> wrote:

Hi Matthew,

I was at City Ford this morning to meet you so we can organise and start this return to work plan. I couldn't wait around any longer as I had other meetings however you were not there. I have Blake waiting for you. Can I ask why you are not at work?

Regards.

David Berlusconi
Human Resources Manager
Australian Automotive Group Pty Limited
60 O'Riordan Street Alexandria NSW 2015
P | +61 2 9332 8167 **F** | +61 2 9360 5375 **M** | +61 417 293 398



From: Matt Jon [mailto:matthewjon1123@gmail.com]

Sent: Friday, 31 May 2019 3:54 PM

To: HR

Subject: Re: Returning to Work

All details are on these paperwork

On Fri, 31 May 2019, 3:40 pm HR, <hr@aag.com.au> wrote:

Hi Matthew,

This is very unusual... Please reply back with your Doctors details so I can contact him and get the proper documentation which outlines the restrictions.

Please also advise him I will report him on Monday to the Health Care Complaints Commission if he refuses to provide me his details.

Regards.

David Berlusconi

Human Resources Manager

Australian Automotive Group Pty Limited

60 O'Riordan Street, Alexandria

NSW, 2015, Australia

P | +61 2 9332 8167 F | +61 2 9360 5375

M | +61 417 293 398 E | dberlusconi@aag.com.au

From: Matt Jon [mailto:matthewjon1123@gmail.com]

Sent: Monday, 27 May 2019 1:50 PM

To: HR

Subject: Returning to Work

Hi,

I will be returning to work tomorrow as directed by my GP and he has allocated 6 hours 5 days a week

Message protected by DealerGuard: e-mail anti-virus, anti-spam and content filtering.

<http://www.pentanasolutions.com>

[Report this message as spam](#)

--

Scanned by Australian Automotive Group UTM

--

Scanned by Australian Automotive Group UTM

Message protected by DealerGuard: e-mail anti-virus, anti-spam and content filtering.

<http://www.pentanasolutions.com>

[Report this message as spam](#)

Message protected by DealerGuard: e-mail anti-virus, anti-spam and content filtering.

<http://www.pentanasolutions.com>

[Report this message as spam](#)

AUSTRALIAN AUTOMOTIVE GROUP – RETURN TO WORK PLAN

RETURN TO WORK PLAN

PART A - INJURED WORKERS DETAILS

Worker	Matthew Bennett
Job Title	Motor Vehicle Mechanic – 1 st year Technician
Work Location	City Ford Alexandria – 60 O’Riordan Street, Alexandria
Supervisor	Blake Potter
Date of Injury	
Injury Type / Diagnosis	R elbow medial flexor tendon deep tear
Return to work goal	24 June 2019
Timeframe for PID	6 weeks
Anticipated Date for Return PID	3 June 2019

PART B - CAPACITY FOR WORK

Capacity for work (tick)	Some <input checked="" type="checkbox"/> No Capacity for work <input type="checkbox"/>
Hours per day	6
Days per week (tick)	Sun <input type="checkbox"/> Mon <input checked="" type="checkbox"/> Tues <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input checked="" type="checkbox"/> Sat <input type="checkbox"/>

PART C - RESTRICTIONS

Lifting/Carrying capacity	5 kg
Sitting tolerance	None
Standing tolerance	None
Pushing/pulling ability	None
Bending/twisting/squatting ability	None
Driving ability	None
Other	None

PART D - DUTIES IDENTIFIED THAT COMPLY WITH RESTRICTIONS

	Move vehicles within car yard
	Checking in vehicles
	Sweeping and mopping
	Filling and general office administration (light) duties
	Collect and store parts away (no greater than 2 kilos)
	Collect Rubbish, light gardening duties in car yard

AUSTRALIAN AUTOMOTIVE GROUP – RETURN TO WORK PLAN

	General administration duties using computer
PART E - SPECIFIC DUTIES TO BE AVOIDED	
	Any duties that would not keep the injured hand dry
	Any duties that would require the workers injured hand to be used as the predominant hand for the task
PART F - TREATMENT ARRANGEMENTS – INCLUDE TREATMENT DETAILS, DAYS, FREQUENCY, TIMES ETC.	
PART G - PERIOD OF RETURN TO WORK PLAN AND REVIEW DATE	
Next Review Date	12 June 2019
PART H - ACKNOWLEDGEMENT	
Employee Name Position Sign	Date:
Employee Name Position Sign	Date:
RTWC Name Position Sign	Date:
Nominated Treating Doctor	Date: