



Process Flow Chart Maintaining Workplace Health (1)

019T
(October 2022)

Task	Process	Resource	Links
Implement health and wellbeing programs into organisational systems and strategies			
Risk assess to determine whether a designated smoking area is required or if the worksite is smoke free			
Implement a sun safe environment at the workplace			
Implement strategies to reduce voice strain and promote voice care			Practical Strategies for Minimising Voice Strain (027G)
Implement strategies to ensure workers aren't required to work extended hours			
Risk assess to identify potential sources of work related stress and implement controls			

<p>Undertake an initial assessment of the worker's fitness for work where a worker's ability to safely perform work has raised concerns</p>					
<p>Worker must provide evidence (eg medical clearance) that they are fit for work prior to returning to their workplace</p>					
<p>Where worker suffers a non-work related illness or injury, the manager assists the worker to safety return to work</p>					<p>Non Work Related Medical Authority Form (070F)</p>