

# Early Return to Work Consultation

*Early return to work consultations are at no cost to you!*



Labor & Industries' Early Return to Work Consultation (ERTWC) team provides expertise and assistance to employers and workers, even before an on the job injury, by removing barriers for injured workers to maintain employment.

There are no costs for Early Return to Work services, other than an investment in your time. An initial consultation meeting with an ERTW consultant can be arranged around your schedule.

## At your initial consultation, we will:

- Provide an overview of L&I programs and services.
- Assess the depth of services you need or want.
- Develop a plan especially for your business.
- Schedule further assistance.

A successful return-to-work program can help your employees stay engaged while they recover and reduce the risk of re-injury. It can also improve retention, increase morale, and preserve productivity. We can help you create an effective program that may also lower your insurance premium by reducing claim costs.

L&I's Early Return to Work consultants are located throughout Washington state to assist your business.

## To schedule a NO COST consultation

- Email: [ERTW@Lni.wa.gov](mailto:ERTW@Lni.wa.gov)
- Call: 360 902-5555

## How Can We Help You?

We help by offering education, support, tools, and systems to encourage a stable workforce:

- **Create Job Analyses:** Job analyses define the physical requirements of positions and can help expedite future claims.
- **Provide Return to Work Program Guidance:** A crucial part of the early return to work process is clearly communicating to all staff that light-duty work is available.
- **Help Identify Light Duty Job Tasks:** We can help brainstorm ideas on job alternatives that can assist injured workers return to the workplace.
- **Develop Light Duty Job Descriptions:** The average length of time injured workers are away from work is shortened by preparing job description prior to injury.
- **Draft Formal Job Offer:** We provide advice on offering light-duty work that follows L&I's guidelines.
- **Prepare for Stay at Work Reimbursement:** Employers will learn how to compile and complete all necessary documentation to qualify for Stay at Work reimbursement benefits.
- **Ergonomics Assessments:** Onsite ergonomic assessments can be provided to all workers at no cost.
- **Provide Job Modification Consultations:** Need equipment for the injured worker to return to work? We can help you explore available benefits.
- **Access to Claim Information:** Look up claim information through the Claim and Account Center: <https://secure.Lni.wa.gov/home/>
- **Design Return to Work programs:** We can provide guidance to help you prepare for future claims.

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