

# Health, Safety and Wellbeing Contacts



## Work Safe, Learn Safe, Be Safe

- Learn and model safe and healthy behaviour
- Take action to identify, control and report hazards
- Take responsibility for safety and wellbeing

## Your local HSW support network

### First point of contact for employees

<b>Health and Safety Adviser (HSA):</b> Staff member with appropriate HSA training who has been nominated to support the principal/manager with health and safety matters.	name:	
	telephone:	
	email:	
<b>Health and Safety Representative (HSR);</b> Staff member elected to represent staff with respect to health and safety matters.	name:	
	telephone:	
	email:	
<b>First Aid Officer (FAO):</b> Staff member(s) with accredited first aid training nominated to provide first aid in the workplace.	name:	
	telephone:	
	email:	
<b>Rehabilitation and Return to Work Coordinator (RRTWC);</b> Staff member who is appropriately qualified and nominated to assist with workplace rehabilitation and return to work for injured/ill staff.	name:	
	telephone:	
	email:	
<b>Health, Safety and Wellbeing (HSW) Committee Contact:</b> Your contact person on the local HSW committee or forum. This is a consultative forum for addressing and monitoring HSW matters in the school/workplace.	name:	
	telephone:	
	email:	
<b>Staff Wellbeing</b> Visit the Department's <b>Staff Wellbeing</b> page on OnePortal. <a href="https://intranet.det.qld.gov.au/payroll-hr/health-wellbeing/staffwellbeing">https://intranet.det.qld.gov.au/payroll-hr/health-wellbeing/staffwellbeing</a>	name:	
	telephone:	
	email:	

### Employee Assistance Service :

- Visit the Department's **Employee Assistance Program** page on OnePortal
- **OPTUM** – Employee Assistance Program Provider – 1800 604 640

## Regional HSW network

### Contacts for principals, managers and HSW roles

<b>Senior Health and Safety Consultant:</b> Regional officer who provides support and assistance to principals, managers, HSAs and HSRs with the management of workplace health and safety.	name:	
	telephone:	
	email:	
<b>Claims Management Officer:</b> First point of contact for RRTWCs, principals and managers who have questions regarding injury management and/or rehabilitation and return to work.	name:	
	telephone:	
	email:	
<b>Senior Injury Management Consultant:</b> Regional officer who provides consultancy support and assistance for complex claims management.	name:	
	telephone:	
	email:	
<b>Organisational Wellbeing Consultant:</b> Consultancy, support, advice and training to workplaces in health and wellbeing. Not offered in all school regions. Contact the regional Human Resources area for details to complete this section. <i>Visit Department's Staff Wellbeing Page on OnePortal for information and resources.</i>	name:	
	telephone:	
	email:	
<b>Regional Health, Safety and Wellbeing (HSW) Committee:</b> Contact person for the regional HSW committee. <i>Principals, directors, senior managers and senior consultants to contact this person.</i>	name:	
	telephone:	
	email:	
<b>Other:</b>	name:	
	telephone:	
	email:	

### Web Pages:

- **Creating Healthier Workplaces** – [www.education.qld.gov.au/health](http://www.education.qld.gov.au/health)
- **Health, Safety and Wellbeing** – search on OnePortal  
<https://intranet.det.qld.gov.au/payroll-hr/health-wellbeing/staffwellbeing>