

# 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 Staff Wellbeing page on OnePortal. <a href="https://intranet.qed.qld.gov.au/Services/HumanResources/payrollhr/healthwellbeing/staffwellbeing/Pages/default.aspx">https://intranet.qed.qld.gov.au/Services/HumanResources/payrollhr/healthwellbeing/staffwellbeing/Pages/default.aspx</a>	name:
	telephone:
	email:

### Employee Assistance Program:

- Visit the department's **Employee Assistance Program** web page on OnePortal  
**LifeWorks** – Employee Assistance Program – 1800 604 640

### Web pages:

- Creating Healthier Workplaces –  
<https://education.qld.gov.au/initiatives-and-strategies/health-and-wellbeing/workplaces>
- Health, Safety and Wellbeing – search on OnePortal  
<https://intranet.qed.qld.gov.au/Services/HumanResources/payrollhr/healthwellbeing/Pages/default.aspx>

