

## Physiotherapy and Occupational Therapy Service

**Document date** January 2008

### Program

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| <b>Program code</b>                                | PHSLS (non-financial program).   |
| <b>Definition</b>                                  | Ensures client care provided to field staff is done safely in relation to manual handling, work postures and the environment.  |
| <b>Responsibility</b>                              | RDNS general.  |
| <b>Referrals</b>                                   | <p><i>To</i> RDNS Customer Service Centre.</p> <p><i>From</i> RDNS staff at support sites.</p>   |
| <b>Type of service</b>                             | <p>Manual Handling, Risk Management and staff education.</p> <p>Physiotherapy and Occupational Therapy consultations in relation to Client Manual Handling &amp; Work Posture issues for RDNS staff.</p> <p>Some direct clinical client care.</p>  |
| <b>Eligibility/criteria for accepting referral</b> | <p>All clients.</p> <p><i>Overseas visitors</i> As FFS clients.</p>  |
| <b>Health insurance</b>                            | Not applicable.  |
| <b>Fees</b>  | <p>Consultations with a focus on RDNS Client Manual Handling issues for staff – no charge.</p> <p>Direct service to RDNS clients – as per HACC fee schedule.</p> <p>Non-HACC clients and RALLY Healthcare clients – as per FFS fee schedule for full cost recovery.</p>  |
| <b>Liaison charge</b>                              | Nil  |
| <b>Consumables</b>                                 | <p>Equipment for clients mainly acquired from Aid and Equipment Program, DVA, or if not funded, the client is responsible for purchase/hire.</p> <p>Equipment provision will be arranged when prescribed by the PT/OT staff via the RDNS preferred equipment provider; Victorian Home Health Equipment (refer to CP D03 <i>Obtaining Equipment for Client Care</i>).</p> |

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| <b>Continuity of care/Core</b>         | Not applicable.   |
| <b>Access responsiveness</b>           | Prioritisation according to need.   |
| <b>RDNS policy reference</b>           | CP-D03 <i>Obtaining Equipment for Client Care</i><br>CP-S01 <i>Transfers – transfer belt</i><br>CP-S03 <i>Transfers – hoist</i><br>CP-S04 <i>Transfers – slideboard</i><br>CP-S05 <i>Transfers – slide sheet</i><br>CP-E14 <i>No lifting policy</i><br>CP-E19 <i>Safe work postures and manual handling</i><br>SP-J06 <i>Reporting a staff accident, injury, incident</i> |
| <b>Contract/agreement</b>              | Nil<br><br><i>Contract responsibility</i><br><br><i>Contact responsibility</i><br><br><i>Expiry date</i>  |
| <b>Other programs permitted</b>        | FFS programs as negotiated on a client-by-client basis.   |
| <b>Comments</b>                        |   |
| <b>Reference/source of information</b> | Designated Client Services Manager with a special interest in Physiotherapy and Occupational Therapy.   |

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| <b>Reviewer:</b>   | HACC Non-HACC Committee | <b>Last review date:</b> | November 2007 |
| <b>Authoriser:</b> | GM/DON                  | <b>Next review date:</b> | July 2011     |