Western Australia

### Workers' Compensation and Injury Management Regulations 1982

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Western Australia

### Workers' Compensation and Injury Management Regulations 1982

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Western Australia

Workers' Compensation and Injury Management Act 1981

### Workers' Compensation and Injury Management Regulations 1982

### Part 1 — Preliminary

[Heading inserted in Gazette 26 Feb 1991 p. 933.]

### 1. Citation

These regulations may be cited as the *Workers' Compensation* and Injury Management Regulations 1982<sup>1</sup>.

[Regulation 1 amended in Gazette 8 Mar 1991 p. 1071; 21 Jan 2005 p. 275.]

#### 2. Commencement

These regulations shall come into operation on the date of the coming into operation of the *Workers' Compensation and Rehabilitation Act 1981*<sup>1,2</sup>.

r. 2A

### Part 2 — General

[Heading inserted in Gazette 26 Feb 1991 p. 933.]

#### 2A. Indexation of child's allowance and redemption amount

- (1) If the minimum award rates that would be relevant to calculating the amount of
  - (a) the child's allowance, as defined in section 5(1) of the Act; or
  - (b) the redemption amount, as defined in the Act Schedule 5 clause 1,

for a particular financial year are not published, the amount to be calculated for that financial year (**"the relevant year"**) is to be obtained by varying the amount for the preceding financial year as described in subregulation (2).

(2) To vary an amount as described in this subregulation, it is varied by the percentage by which the amount that the Australian Statistician published as the Wage Cost Index, ordinary time hourly rates of pay (excluding bonuses) for Western Australia varied between the second-last December quarter before the relevant year commenced and the last December quarter before the relevant year commenced.

[Regulation 2A inserted in Gazette 17 Nov 2000 p. 6309-10; amended in Gazette 28 Oct 2005 p. 4861.]

#### 3. Limiting the definition of company

- (1) For the purposes of the definition of "**company**" in section 5(1) of the Act, the following registered bodies are specified
  - (a) a registered Australian body that was formed or incorporated in the State;
  - (b) a registered Australian body that was not formed or incorporated in the State and that does not have its head office or principal place of business in the State.

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"registered Australian body" has the meaning given by the *Corporations Act 2001* of the Commonwealth.

[Regulation 3 inserted in Gazette 28 Sep 2001 p. 5357.]

### 4. Form of election

- (1) The form of election referred to in section 24B of the Act shall be in Form 1 or, in the case of a worker suffering from noise induced hearing loss, Form 2C in Appendix I.
- (2) The form of election referred to in section 31H of the Act must be in the form of Form 1A in Appendix I or, in the case of a worker suffering from noise induced hearing loss, in the form of Form 2CA in Appendix I.

[Regulation 4 amended in Gazette 26 Feb 1991 p. 934; 25 Aug 1995 p. 3885; 28 Oct 2005 p. 4862.]

#### 5. Determination form for medical panel

Pursuant to section 38(2) of the Act, the form of the determination of the medical panel shall, as far as practicable in each case, be as set out in Form 2 in Appendix I.

[6. Repealed in Gazette 15 Oct 1999 p. 4900.]

#### 6AA. Form of claim for compensation

- Form 2B or, in the case of a worker suffering from noise induced hearing loss, Form 2C or Form 2CA, as the case requires, in Appendix I is the prescribed form under section 178(1)(b) of the Act.
- (2) In addition to the details prescribed in Form 2B as being necessary to make a valid claim for compensation under section 178(1)(b)
  - (a) the "Injured worker's declaration" and the "Consent authority"; and
  - (b) the tear-off attachments headed "DETAILS TO BE PROVIDED TO MEDICAL PRACTITIONER" and

#### r. 6AB

### "INFORMATION TO BE PROVIDED TO THE INJURED WORKER",

are prescribed under section 292(1)(a) as expedient for the purposes of the Act, and are to be completed and given to the appropriate parties accordingly.

(3) For a claim for compensation by dependants under section 178(1)(b) of the Act (in the case of a death), the information required by Form 2D in Appendix I is prescribed under section 178(2) of the Act.

[Regulation 6AA inserted in Gazette 28 Jun 1991 p. 3291; amended in Gazette 18 Feb 1994 p. 660; 25 Aug 1995 p. 3885; 13 Apr 1999 p. 1531-2; 15 Oct 1999 p. 4900; 28 Oct 2005 p. 4862.]

#### 6AB. Relevant document (section 180(1)(j))

A certificate of currency in respect of the employer's insurance policy referred to in section 160(7) of the Act is prescribed under section 180(1)(j) of the Act as a relevant document.

[Regulation 6AB inserted in Gazette 28 Oct 2005 p. 4863.]

#### 6A. Form of medical certificate

- (1) Form 3 in Appendix I is the prescribed form under sections 57A(1)(b)(i), 57B(1)(b)(i) and 231(1)(b)(i) of the Act.
- (2) In addition to the details prescribed in Form 3 as being necessary to make a valid claim for compensation under sections 57A and 57B, the "Consent authority" is prescribed under section 292(1)(a) as expedient for the purposes of the Act, and is to be completed accordingly.

[Regulation 6A inserted in Gazette 8 Mar 1991 p. 1071; amended in Gazette 13 Apr 1999 p. 1532; 28 Oct 2005 p. 4863.]

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#### **6B.** Form for insurer accepting liability

Form 3A in Appendix I is the prescribed form under section 57A(3)(a) of the Act.

[Regulation 6B inserted in Gazette 8 Mar 1991 p. 1071.]

### 6C. Form for insurer disputing liability

Form 3B in Appendix I is the prescribed form under section 57A(3)(b) of the Act.

[Regulation 6C inserted in Gazette 8 Mar 1991 p. 1071.]

#### 6D. Form for insurer undecided on liability

Form 3C in Appendix I is the prescribed form under section 57A(3)(c) of the Act.

[Regulation 6D inserted in Gazette 8 Mar 1991 p. 1071.]

#### 6E. Form for employer disputing liability

Form 3D in Appendix I is the prescribed form under section 57B(2)(b) of the Act.

[Regulation 6E inserted in Gazette 8 Mar 1991 p. 1071.]

#### **6F.** Form for employer undecided on liability

Form 3E in Appendix I is the prescribed form under section 57B(2)(c) of the Act.

[Regulation 6F inserted in Gazette 8 Mar 1991 p. 1071.]

## 7. Certificate and notice before discontinuance of weekly payments

(1) The medical certificate required by section 61 of the Act, before discontinuance of weekly payments, shall be in the form of Form 4 in Appendix I, or in the form of Form 3 in Appendix I if that form has been marked to indicate that it is to be regarded as both a first and final medical certificate.

#### r. 8

(2) Notice to the worker referred to in section 61 of the Act shall be in the form of Form 5 in Appendix I.

[Regulation 7 amended in Gazette 29 Oct 1993 p. 5930; 13 Apr 1999 p. 1532.]

#### 8. Frequency and time of medical examinations (s. 66)

- (1) A worker who receives a First Medical Certificate (Form 3) under the Act which nominates a medical review of the worker within a period of 14 days from the date the certificate is issued cannot be required, under section 64 or 65 of the Act, to submit himself for examination by a medical practitioner provided by the employer before a period of one month has elapsed from the date the certificate is issued.
- (2) A worker who receives a First Medical Certificate (Form 3) under the Act which does not nominate a medical review of the worker within a period of 14 days from the date the certificate is issued may be required, under section 64 or 65 of the Act, to submit himself for examination by a medical practitioner provided by the employer at any time from the date the certificate is issued.
- (3) A worker who fails to attend a medical review, nominated on a First Medical Certificate in accordance with subregulation (1), may be required, under section 64 or 65 of the Act, to submit himself for examination by a medical practitioner provided by the employer at any time from the date of that non-attendance.
- (4) An employer shall not require a worker to attend an examination under section 64 or 65 of the Act
  - (a) more frequently than once every 2 weeks; or
  - (b) at any time other than during reasonable hours.
- (5) A worker must not, under section 64 or 65 of the Act, be required to attend medical examinations by more than 3 medical practitioners who are specialists in the same field of medicine.

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(6) Nothing in subregulation (5) limits the number of times a worker may be required to attend a medical examination by a medical practitioner.

[Regulation 8 inserted in Gazette 13 Apr 1999 p. 1532-3; amended in Gazette 28 Oct 2005 p. 4863-4.]

[8A. Repealed in Gazette 15 Oct 1999 p. 4890.]

#### 9. Compound discount table

The compound discount table required to be prescribed by section 68(3) of the Act is set out in Appendix II.

[Regulation 9 amended in Gazette 2 Sep 1988 p. 3464; 15 Oct 1999 p. 4890.]

#### 9A. Discount formula

When calculating a lump sum redemption under section 68 of the Act the following formula shall be applied for use in conjunction with a compound discount table as set out in Appendix II.

**DISCOUNT FORMULA UNDER SECTION 68(4)** 

Discounted sum =  $P \times 52 \times A$ 

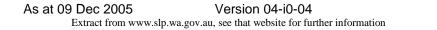
Where —

- S = prescribed amount less the sum of weekly payments made
- P = the weekly payment
- $T = \frac{S}{P}$

Y = the whole number equal to or next below  $\frac{T}{T}$ 

W = T - (52 x Y)

A = the present value of \$1.00 per annum payable weekly for Y years and W weeks obtained from the compound discount tables set out in Appendix II.



#### r. 10

[Regulation 9A inserted in Gazette 25 Jul 1986 p. 2484; amended in Gazette 2 Sep 1988 p. 3464.]

#### 10. Worker not residing in the State

- (1) For the purposes of section 69 of the Act, a worker shall prove his identity and the continuance of the incapacity in respect of which a weekly payment is payable, by delivering to the employer or the employer's insurer, at intervals of 3 months, a declaration by the worker and by a medical practitioner in the form of or to the effect of Form 6 in Appendix I.
- (2) Where an employer, or his insurer for the purposes of the Act, disputes identity or entitlement, or both, he may apply under section 181 of the Act for determination of the dispute by an arbitrator.

[Regulation 10 amended in Gazette 2 Sep 1988 p. 3464; 24 Dec 1993 p. 6844; 18 Feb 1994 p. 661; 17 Nov 2000 p. 6310; 28 Oct 2005 p. 4864.]

#### **10A.** Medical certificate for statutory expenses

Form 7 in Appendix I is the form prescribed under sections 231(2)(b) and 241(2)(b) of the Act.

[Regulation 10A inserted in Gazette 28 Oct 2005 p. 4864.]

[10B. Repealed in Gazette 28 Oct 2005 p. 4864.]

#### **11.** Payments after death outside the State

(1) In the event of the death of a worker who dies outside the State and who was receiving or was entitled to receive weekly payments at the date of his death, his representatives shall, for the purpose of obtaining payment of the arrears (if any) due to the worker, forward to the Director a certificate of the death of the worker, and documents showing that they are entitled to such arrears, verified by declaration before a person having authority to administer an oath, with a request for payment of

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such arrears, specifying the place where and the manner in which the amount is to be remitted to them.

- (2) For the purposes of this regulation the expression "**representatives**" means
  - (a) if the worker leaves a will, the executors of the will; or
  - (b) where the worker dies intestate, the persons who are according to law entitled to his personal estate, and payment of the arrears may be made to the persons without the production of letters of administration.
- (3) On receipt of the certificate of death and the documents mentioned in this regulation, the Director shall examine them, and may, if not satisfied that they are in order, return them to the representatives for correction.
- (4) When the Director is satisfied that the certificate and documents are in order, or when they are returned to him in order, he shall send to the employer a notice requesting him to forward the amount due, and the employer shall thereupon forward the amount to the Director, who shall remit that amount, to the representatives of the worker at the address and in the manner requested by them, such remittance being in all cases at the risk of the representatives.

[Regulation 11 amended in Gazette 18 Feb 1994 p. 661.]

#### 12. Agreements

- (1) A memorandum of an agreement referred to in section 76 of the Act is sent to the Director in accordance with that section by sending it to the Director as soon as practicable after the agreement has been entered into, with enough copies for the memorandum to be kept in the office of the DRD and a copy to be given to each interested party.
- (1a) A memorandum of an agreement referred to in section 76 of the Act shall be in the form of Form 15C in Appendix I.

r. 12

- (2) The memorandum is to include full particulars of matters for which the agreement provides and, in the case of an agreement as to the compensation that is to be paid under Schedule 2 of the Act, is to identify each item for which the compensation is to be paid and, for each item —
  - (a) if the Act Part III Division 2 applies in respect of the personal injury or noise induced hearing loss that is the subject of the agreement
    - (i) the percentage loss of the full efficient use of a part or faculty of the body for which compensation is to be paid; and
    - (ii) the amount of compensation;
    - or
  - (b) if the Act Part III Division 2A applies in respect of the personal injury or noise induced hearing loss that is the subject of the agreement
    - (i) the degree of permanent impairment of a part or faculty of the body for which compensation is to be paid; and
    - (ii) the amount of compensation.
- (3) The memorandum is to be signed by or on behalf of each party to the agreement and if the memorandum sent to the Director is not the original signed memorandum the original is to be produced for inspection by the Director.
- (3a) A memorandum of an agreement lodged for the purposes of a redemption amount under section 67(l) shall be accompanied by Form 15D in Appendix I signed and dated by the worker, as acknowledgment that he/she is aware of the consequences of the recording of the memorandum.
- (4) The notice despatched by the Director to each interested party, under section 76(2) of the Act, is to be in the form of Form 15A in Appendix I.

- (4a) Where any interested party disputes the genuineness of the memorandum, or the adequacy of the compensation agreed upon or otherwise objects to the recording of the agreement that party shall, within the 7 days allowed in section 76(2), notify the Director by completing Form 15E in Appendix I, and forwarding that completed form to the Director.
- (4b) On receipt of an objection from any party in the manner prescribed in subregulation (4a), the Director shall send to each other party a notice, in the form of Form 15F, informing such parties that the memorandum will not be recorded except with the consent in writing of the objector.
  - (5) If the Director records the memorandum, the Director is to notify each interested party accordingly in the form of Form 15B in Appendix I.
  - (6) The Director may vary or amend a memorandum if all parties first give the Director written consent to make that variation or amendment.
  - (7) For the purpose of providing a statement of benefits paid, under section 67(2) of the Act, Part 4 of the Memorandum of Agreement form (Form 15C), may be used for this purpose.

[Regulation 12 inserted in Gazette 18 Feb 1994 p. 661; amended in Gazette 15 Oct 1999 p. 4906-7; 28 Oct 2005 p. 4864-5.]

#### 12AA. Notice of intention to dismiss worker (section 84AB)

- (1) This regulation applies to a notice of intention to dismiss a worker to which section 84AB of the Act refers.
- (2) Form 15G in Appendix I is the form prescribed for the notice.

[Regulation 12AA inserted in Gazette 28 Oct 2005 p. 4865.]

[12AB. Repealed in Gazette 28 Oct 2005 p. 4865.]

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r. 12A
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#### 12A. Contributions to General Fund

- (1) The amount prescribed for the purposes of section 109(1) of the Act is \$100 000.
- (2) The amount prescribed for the purposes of section 109(4) of the Act is \$40 000.

[Regulation 12A inserted in Gazette 22 May 1987 p. 2193; amended in Gazette 2 Sep 1988 p. 3464; 22 Sep 1989 p. 3490-1; 6 Dec 1991 p. 6119; 16 Sep 2003 p. 4103; 28 Oct 2005 p. 4866.]

#### **13.** Ascertaining amount for reimbursement (section 154AC(1))

- (1) WorkCover WA may approve an application by an employer for reimbursement under section 154AC(1) of the Act.
- (2) The amount that WorkCover WA is to reimburse to an approved applicant under section 154AC(1) of the Act is to be calculated by subtracting the estimated total cost from the actual total cost.
- (3) In this regulation
  - **"actual total cost"**, in relation to an award of damages, means the total amount paid on a claim (including all compensation paid in accordance with the Act, any award of damages, legal expenses and miscellaneous expenses associated with the claim, to the extent that these apply) by the insurer or self-insurer, as calculated in accordance with the Insurer/Self-Insurer Electronic Data Specification (Edition Q1), following an award of damages, as submitted to, and approved and recorded by, WorkCover WA;
  - "estimated total cost", in relation to an award of damages, means the insurer, or self-insurer's, estimate of the total cost of the claim (including the estimated compensation to be paid in accordance with the Act, any award of damages, legal expenses and miscellaneous expenses associated with the claim to the extent that these apply or are likely to apply), estimated in accordance with the Insurer/Self-Insurer Electronic Data Specification (Edition

page 12 Version 04-i0-04 As at 09 Dec 2005 Extract from www.slp.wa.gov.au, see that website for further information Q1), as at the date of creation of the May 2004 return file recorded by WorkCover WA;

"Insurer/Self-Insurer Electronic Data Specification (Edition Q1)" means Edition Q1, Version 1.4.6 of the Insurer/Self-Insurer Electronic Data Specification, published by WorkCover WA on 29 July 2003 to standardise the information or return requested under section 103A of the Act.

[Regulation 13 inserted in Gazette 26 Oct 2004 p. 4898-9; amended in Gazette 21 Jan 2005 p. 276.]

## 13A. Prescribed rate of interest (sections 222(2), 223(2) and 224(2))

- (1) Interest payable under an order made under section 222(1) of the Act must be calculated at a rate of 6% per annum.
- (2) Interest payable under section 223(1) of the Act must be calculated at a rate of 6% per annum.
- (3) Interest payable under section 224(1) of the Act in respect of a sum agreed to be paid must be calculated at a rate of 6% per annum.

[Regulation 13A inserted in Gazette 28 Oct 2005 p. 4866.]

[14. Repealed in Gazette 28 Oct 2005 p. 4866.]

#### **15.** Statements by approved insurance offices

The statements required to be transmitted to WorkCover WA under section 171 of the Act shall be in the form of Forms 16 and 17 in Appendix 1.

[*Regulation 15 inserted in Gazette 8 Mar 2002 p. 949; amended in Gazette 16 Sep 2003 p. 4104; 21 Jan 2005 p. 276.*]

[16. Repealed in Gazette 28 Oct 2005 p. 4866.]

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#### r. 16A

#### 16A. Clause 1C notifications and elections

- (1) The form of notification for the purposes of the Act Schedule 1 clause 1C(1) must be in the form of Form 29 in Appendix I.
- (2) The form of notification for the purposes of the Act Schedule 1 clause 1C(4)(a) must be in the form of Form 30 in Appendix I.
- (3) An election for the purposes of the Act Schedule 1 clause 1C(2) or clause 1C(4) or (6) must
  - (a) be made in writing;
  - (b) specify
    - (i) the name and address of the dependant;
    - (ii) the relationship (child or step-child) of the dependant to the deceased worker;
    - (iii) the name of the deceased worker, and the address of the deceased worker at the time of death;
    - (iv) whether the dependant elects to receive an apportionment of the notional residual entitlement or a child's allowance under the Act Schedule 1 clause 1A;
    - (v) whether the worker died leaving any spouse or de facto partner wholly dependent on the workers' earnings, and whether that spouse or de facto partner is a parent of the dependant making the election;
    - (vi) that the dependant has been independently advised of the financial consequences of the election, and the name, title, address and phone number of the person who gave that advice; and
    - (vii) the date on which the election is made;
  - (c) be signed by the dependant or, in the case of an election by a person under a legal disability, the parent or guardian of that person;

(e) be given to the Director.

[Regulation 16A inserted in Gazette 28 Oct 2005 p. 4867-8.]

#### 17. Prescribed allowance — clause 11(2)

The Hospital Allowance provided for under the *Western Australian Government Health Services (Australian Liquor, Hospitality and Miscellaneous Union) Agreement 2000*, or under an industrial award made in replacement of that agreement, is prescribed as an allowance for the purposes of paragraph (c) of the definition of "Amount Aa" in the Act Schedule 1 clause 11(2).

[Regulation 17 inserted in Gazette 21 Jan 2005 p. 275; amended in Gazette 28 Oct 2005 p. 4868.]

## 17AA. Prescribed rate for vehicle running expenses (Sch. 1 cl. 19 of the Act)

- (1) For the purposes of the Act Schedule 1 clause 19(1), the prescribed rate for vehicle running expenses (irrespective of engine capacity) is
  - (a) for the period up to and including 30 June 2005, 34 cents per kilometre; and
  - (b) for a financial year commencing on or after 1 July 2005, the amount per kilometre obtained by
    - varying the amount applying at the end of the preceding financial year by the percentage by which the March CPI varies from the previous March CPI; and
    - (ii) rounding the amount to the nearest whole number of cents (with an amount that is .5 of a cent being rounded off to the next highest whole number of cents).

#### r. 17AB

(2) In this regulation —

**"March CPI"**, for a financial year, means the index number for the quarter ending on the last 31 March before the financial year commences, as shown in the Consumer Price Index Numbers (All Groups Index) for Perth published by the Commonwealth Statistician under the *Census and Statistics Act 1905* of the Commonwealth.

[Regulation 17AA inserted in Gazette 29 Oct 2004 p. 4939-40; amended in Gazette 28 Oct 2005 p. 4868.]

#### 17AB. Exceptional circumstances — clause 18A(2aa)(c)(ii)

- (1) For the purposes of the Act Schedule 1 clause 18A(2aa)(c)(ii) the circumstances in relation to the medical and associated conditions, treatment and management of a worker are exceptional if operative intervention and reasonable post-operative treatment of a kind related to an MBS item are required to alleviate substantially the consequences of serious impairment and improve the worker's physical condition.
- (2) For the purposes of the Act Schedule 1 clause 18A(2aa)(c)(ii) the applicant must produce the following information to the arbitrator in writing
  - (a) clear medical opinion from a treating specialist that operative intervention and reasonable post-operative treatment of a kind related to an MBS item are required to alleviate the consequences of serious impairment and improve the worker's physical condition; and
  - (b) a management plan provided by the treating specialist that indicates that substantial medical improvement to the worker's physical condition is anticipated as a result of operative intervention and reasonable post-operative treatment.
- (3) In this regulation —

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- **"MBS item"** means an item specified in the Medicare Benefits Schedule published by the Commonwealth Department of Health and Aged Care;
- "**treating specialist**", in relation to an applicant, means a medical practitioner who
  - (a) is treating the applicant; and
  - (b) is a specialist in a relevant field of medicine.

[Regulation 17AB inserted in Gazette 28 Oct 2005 p. 4868-9.]

#### 17AC. Management plan — clause 18A(2ac)

A reference in the Act Schedule 1 clause 18A(2ac) to a management plan is a reference to a management plan produced under regulation 17AB(2)(b).

[Regulation 17AC inserted in Gazette 28 Oct 2005 p. 4870.]

#### 17AD. Extending final day

- (1) A worker may apply to the Director to extend the final day under the Act Schedule 1 clause 18B.
- (2) The application is made by
  - (a) lodging with the Director a completed application in the form of Form 31 in Appendix I; and
  - (b) providing to the Director, with the application form, anything that this regulation requires to be provided with the application form.
- (3) When the application form is lodged
  - (a) if the worker has, in writing, requested an approved medical specialist to assess the worker's degree of permanent whole of person impairment, the Director must be provided with a copy of the worker's request; and
  - (b) if the approved medical specialist has notified the worker, in writing, that more time is or was required to

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#### r. 17A

give the worker the documents required to make an application under the Act Schedule 1 clause 18A(1b) before the final day, the Director must be provided with a copy of the notification.

The Director may, within the limits imposed by the Act (4) Schedule 1 clause 18B(4), extend the final day until a day that the Director, having regard to the further time needed by the approved medical specialist, considers will give the worker a reasonable opportunity to make an application under the Act Schedule 1 clause 18A(1b).

[Regulation 17AD inserted in Gazette 28 Oct 2005 p. 4870-1.]

#### 17A. Supplementary amount varied

The supplementary amount referred to in the Act Schedule 5 clause 1 is varied and shall be ----

- (a) in relation to a worker with a dependent spouse or dependant de facto partner, or both, the sum of \$88;
- (b) in relation to a worker without a dependent spouse or dependant de facto partner, the sum of \$50.

[Regulation 17A inserted in Gazette 19 Jun 1987 p. 2410: amended in Gazette 28 Jun 1991 p. 3291; 16 Oct 1992 p. 5201; 17 Sep 1993 p. 5182; 23 Aug 1994 p. 4395; 15 Sep 1995 p. 4358; 17 Jan 1997 p. 444; 12 Aug 1997 p. 4568; 17 Nov 2000 p. 6311; 30 Jun 2003 p. 2637; 28 Oct 2005 p. 4871.]

#### 17**B**. Witness allowances

A person who appears before a dispute resolution authority to give evidence is entitled to any allowance for that appearance set by the Costs Committee established under section 269 of the Act.

[Regulation 17B inserted in Gazette 28 Oct 2005 p. 4871.]

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## 18. Form of election to receive redemption amount or supplementary amount

- The election to receive the redemption amount as a lump sum, referred to in Schedule 5 to the Act shall be in the form of Form 14 in Appendix I.
- (2) The election to receive the supplementary amount, referred to in Schedule 5 to the Act shall be in the form of Form 15 in Appendix I.

[Regulation 18 amended in Gazette 17 Nov 2000 p. 6312.]

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r. 18A

### Part 2A — Assessment of costs

[Heading inserted in Gazette 28 Oct 2005 p. 4871.]

#### 18A. Application of this Part

This Part applies in relation to any costs incurred on or after 14 November 2005 in relation to a proceeding determined, or otherwise dealt with, by a dispute resolution authority.

[Regulation 18A inserted in Gazette 28 Oct 2005 p. 4871.]

#### 18B. Meaning of terms used in this Part

In this Part —

- "agent service" has the meaning given to that term in section 261 of the Act;
- "applicant" means an applicant for assessment of costs under regulation 18C;
- **"application"** means an application for assessment of costs under regulation 18C;
- "legal service" has the meaning given to that term in section 261 of the Act;
- "taxing officer" means the Director or an arbitrator.

[Regulation 18B inserted in Gazette 28 Oct 2005 p. 4872.]

#### **18C.** Application for assessment of costs

A person who has paid or is liable to pay, or who is entitled to receive or who has received, costs as a result of an order for the payment of an unspecified amount of costs made by a dispute resolution authority may apply under the *Workers' Compensation (DRD) Rules 2005* for an assessment of the whole of, or any part of, those costs by a taxing officer.

[Regulation 18C inserted in Gazette 28 Oct 2005 p. 4872.]

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## 18D. Taxing officer may require application to be given to other persons

- (1) A taxing officer may, by written notice, require an applicant to give a copy of the application to
  - (a) a party to the proceeding in respect of which the relevant order for costs was made; or
  - (b) a legal practitioner, agent or other interested party,

specified by the taxing officer.

- (2) The application must be given in accordance with the *Workers' Compensation (DRD) Rules 2005* Part 3.
- (3) If a person fails, without reasonable excuse, to comply with a notice given under subregulation (1) the taxing officer may decline to deal with the application.

[Regulation 18D inserted in Gazette 28 Oct 2005 p. 4872-3.]

## **18E.** Taxing officer may require documents or further particulars

- (1) A taxing officer may, by written notice, require a person (including the applicant, a party to the proceeding in which the relevant order for costs was made, the legal practitioner or agent concerned or any other legal practitioner or agent) to produce any relevant documents of or held by the person in respect of the matter.
- (2) A taxing officer may, by written notice, require an applicant to give to the taxing officer further particulars as to any item of costs claimed.
- (3) A notice given under subregulation (1) or (2) must specify the period within which the notice is to be complied with.
- (4) If a person fails, without reasonable excuse, to comply with a notice given under subregulation (1) or (2) the taxing officer may decline to deal with the application or may continue to deal with the application on the basis of the information provided.

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#### r. 18F

(5) Nothing in this regulation prevents a person from objecting to the production of a document on the grounds of legal professional privilege.

[Regulation 18E inserted in Gazette 28 Oct 2005 p. 4873.]

#### **18F.** Consideration of application

- (1) A taxing officer must not determine an application unless the taxing officer
  - (a) has given the applicant and any other party to the proceeding in which the relevant order for costs was made a reasonable opportunity to make oral or written submissions in relation to the application; and
  - (b) has given due consideration to any submissions so made.
- (2) In considering an application a taxing officer is not bound by the rules of evidence and may inform himself or herself on any matter in such manner as the taxing officer thinks fit.

[Regulation 18F inserted in Gazette 28 Oct 2005 p. 4874.]

#### 18G. Assessment to give effect to order and costs determination

An assessment of costs must be made in accordance with, and so as to give effect to, orders of the dispute resolution authority and any costs determination published under section 273 of the Act.

[Regulation 18G inserted in Gazette 28 Oct 2005 p. 4874.]

#### **18H.** Matters to be considered

- (1) When dealing with an application the taxing officer must consider
  - (a) whether or not it was reasonable to carry out the work to which the costs relate; and
  - (b) what is a fair and reasonable amount of costs for the work concerned.

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- (2) In assessing what is a fair and reasonable amount of costs, the taxing officer may have regard to any or all of the following matters
  - (a) the skill, labour and responsibility displayed on the part of the legal practitioner or agent responsible for the matter;
  - (b) the complexity, novelty or difficulty of the matter;
  - (c) the quality of the work done and whether the level of expertise was appropriate to the nature of the work done;
  - (d) the place where and circumstances in which the legal services or agent services were provided;
  - (e) the time within which the work was required to be done;
  - (f) the outcome of the matter.
- (3) If the dispute resolution authority has ordered that the costs are to be assessed on a specified basis, the taxing officer must assess the costs on that basis.

[Regulation 18H inserted in Gazette 28 Oct 2005 p. 4874-5.]

#### 18I. Cost of assessment

The costs of and incidental to an assessment are at the discretion of the taxing officer.

[Regulation 18I inserted in Gazette 28 Oct 2005 p. 4875.]

#### 18J. Enforcement of assessment

- (1) The taxing officer must issue to each party a certificate that sets out the amount in which costs have been assessed and allowed by the taxing officer.
- (2) The costs are payable under the order made by the dispute resolution authority as to the costs.

[Regulation 18J inserted in Gazette 28 Oct 2005 p. 4875.]

#### r. 18K

#### 18K. Correction of error

At any time after making a determination a taxing officer who made the determination may, for the purpose of correcting an inadvertent error in the determination —

- (a) make a new determination in substitution for the previous determination; and
- (b) issue a certificate under regulation 18J that sets out the new determination.

[Regulation 18K inserted in Gazette 28 Oct 2005 p. 4876.]

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### Part 2B — Medical assessment

[Heading inserted in Gazette 28 Oct 2005 p. 4876.]

### **18L.** Definitions

In this Part —

"prescribed details", in relation to a worker, means —

- (a) the worker's name and address and any other details necessary to identify the worker;
- (b) details sufficient to enable the worker to be contacted;
- (c) the worker's date of birth;
- (d) the date on which the worker's injury occurred;
- (e) a description of the worker's injury;
- (f) if a claim for compensation has been made under the Act with respect to the worker's injury — details sufficient to identify the claim, including any claim number that has been given to the claim;
- (g) the employer's name and address and any other details necessary to identify the employer;
- (h) details sufficient to enable the employer to be contacted; and
- (i) the insurer's name, if any;

#### "relevant provisions of the Act" means —

- (a) Part III Division 2A of the Act (which provides for lump sum payments for specified injuries);
- (b) Part IV Division 2 Subdivision 3 of the Act (which provides for restrictions on awarding, and the amount of, damages);
- (c) Part IXA of the Act (which provides for specialised retraining programs); or

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(d) (except in regulation 18R(3)(e)) clause 18A of Schedule 1 to the Act (which provides for additional sums to be allowed for medical expenses).

[Regulation 18L inserted in Gazette 28 Oct 2005 p. 4876-7.]

# 18M. Request for assessment by approved medical specialist of worker's degree of impairment

For the purposes of section 146A(3) of the Act, a request for a worker's degree of impairment to be assessed by an approved medical specialist has to be given in writing to the approved medical specialist, specifying —

- (a) the prescribed details in relation to the worker;
- (b) the approved medical specialist's name;
- (c) the relevant provisions of the Act for the purposes of which the assessment is to be made; and
- (d) the date of the request for the assessment.

[Regulation 18M inserted in Gazette 28 Oct 2005 p. 4877.]

## 18N. Requirement to attend at place specified by approved medical specialist

For the purposes of section 146G(1)(a) of the Act, the requirement for a worker to attend at a place specified by an approved medical specialist —

- (a) has to be given in writing to the worker and sent to the worker's address specified in the request for assessment referred to in regulation 18M; and
- (b) has to specify
  - (i) the prescribed details in relation to the worker;
  - (ii) the approved medical specialist's name;
  - (iii) details sufficient to enable the approved medical specialist to be contacted;

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- (iv) the relevant provisions of the Act for the purposes of which the assessment is to be made; and
- (v) the time when and the place where the worker is to submit to examination, as required under section 146G(1)(d) of the Act.

[Regulation 18N inserted in Gazette 28 Oct 2005 p. 4878.]

# **180.** Requirement to produce to approved medical specialist relevant documents and information and give consent

- (1) For the purposes of section 146G(1)(c)(i) of the Act, the requirement to produce to an approved medical specialist any relevant document or information has to be given in writing to the worker, the employer, or the employer's insurer, specifying
  - (a) the prescribed details in relation to the worker;
  - (b) details of any relevant document or information to which the requirement applies;
  - (c) the approved medical specialist's name;
  - (d) details sufficient to enable the approved medical specialist to be contacted; and
  - (e) the relevant provisions of the Act for the purposes of which the assessment is to be made.
- (2) For the purposes of section 146G(1)(c)(ii) of the Act, the requirement to consent to another person who has any relevant document or information producing it to an approved medical specialist has to be given in writing to the worker, the employer, or the employer's insurer, specifying
  - (a) the prescribed details in relation to the worker;
  - (b) details of any relevant document or information to which the requirement applies;
  - (c) the name of the person who has the relevant document or information;

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- (d) the approved medical specialist's name;
- (e) details sufficient to enable the approved medical specialist to be contacted; and
- (f) the relevant provisions of the Act for the purposes of which the assessment is to be made.

[Regulation 180 inserted in Gazette 28 Oct 2005 p. 4878-9.]

#### **18P.** Period for compliance with requirements

If the time for complying with a requirement referred to in regulation 18O is not specified in the requirement, the requirement has to be complied with within 7 days after the day on which the person who is to comply with the requirement receives it.

[Regulation 18P inserted in Gazette 28 Oct 2005 p. 4879.]

#### 18Q. Requirement for worker to produce requested information

- (1) On being requested in writing to do so by the approved medical specialist, a worker who has requested an approved medical specialist to assess his or her degree of impairment is required to produce to the approved medical specialist for use in dealing with the requested assessment, within 7 days after the day on which the worker receives the approved medical specialist's request, any information that
  - (a) relates to the injury from which the impairment resulted; and
  - (b) is specified in the approved medical specialist's request.
- (2) A request by an approved medical specialist under subregulation (1) has to include
  - (a) the approved medical specialist's name; and
  - (b) details sufficient to enable the approved medical specialist to be contacted.

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- (3) A person who contravenes a requirement under subregulation (1) commits an offence and is liable to a fine of \$2 000.
- (4) Subregulation (1) does not apply to any information that is the subject of a requirement referred to in regulation 18O(1).

[Regulation 18Q inserted in Gazette 28 Oct 2005 p. 4880.]

### 18R. Reports and certificates regarding outcome of assessment

- (1) A report of a worker's degree of impairment given by an approved medical specialist under section 146H(1)(a) of the Act has to include
  - (a) the prescribed details in relation to the worker;
  - (b) the approved medical specialist's name;
  - (c) details sufficient to enable the approved medical specialist to be contacted;
  - (d) the date of the examination of the worker by, or at the request of, the approved medical specialist; and
  - (e) the relevant provisions of the Act for the purposes of which the assessment was made.
- (2) A certificate specifying a worker's degree of impairment given by an approved medical specialist under section 146H(1)(b) of the Act has to include —
  - (a) the prescribed details in relation to the worker;
  - (b) the approved medical specialist's name;
  - (c) details sufficient to enable the approved medical specialist to be contacted; and
  - (d) the date of the examination of the worker by, or at the request of, the approved medical specialist.
- (3) A report given by an approved medical specialist under section 146H(2)(c) of the Act has to include
  - (a) the prescribed details in relation to the worker;

- (b) the approved medical specialist's name;
- (c) details sufficient to enable the approved medical specialist to be contacted;
- (d) the date of the examination of the worker by, or at the request of, the approved medical specialist; and
- (e) the relevant provisions of the Act for the purposes of which the relevant certificate under section 146H(2) of the Act was given.

[Regulation 18R inserted in Gazette 28 Oct 2005 p. 4880-1.]

# **18S.** Requirement to attend at place specified by approved medical specialist panel

For the purposes of section 146L(2)(a) of the Act, the requirement for a worker to attend at a place specified by an approved medical specialist panel has to be given in writing to the worker, specifying —

- (a) the prescribed details in relation to the worker;
- (b) the names of the members of the approved medical specialist panel; and
- (c) the time when and the place where the worker is to submit to examination, as required under section 146L(2)(d) of the Act.

[Regulation 18S inserted in Gazette 28 Oct 2005 p. 4882.]

# **18T.** Requirement to produce to approved medical specialist panel relevant documents and information and give consent

- (1) For the purposes of section 146L(2)(c)(i) of the Act, the requirement to produce to an approved medical specialist panel any relevant document or information has to be given in writing to the worker, the employer, or the employer's insurer, specifying
  - (a) the prescribed details in relation to the worker;

- (b) details of any relevant document or information to which the requirement applies; and
- (c) the names of the members of the approved medical specialist panel.
- (2) For the purposes of section 146L(2)(c)(ii) of the Act, the requirement to consent to another person who has any relevant document or information producing it to an approved medical specialist panel has to be given in writing to the worker, the employer, or the employer's insurer, specifying
  - (a) the prescribed details in relation to the worker;
  - (b) details of any relevant document or information to which the requirement applies;
  - (c) the name of the person who has the relevant document or information; and
  - (d) the names of the members of the approved medical specialist panel.

[Regulation 18T inserted in Gazette 28 Oct 2005 p. 4882-3.]

# **18U.** Period for compliance with requirements

If the time for complying with a requirement referred to in regulation 18T is not specified in the requirement, the requirement has to be complied with within 7 days after the day on which the person who is to comply with the requirement receives it.

[Regulation 18U inserted in Gazette 28 Oct 2005 p. 4883.]

# 18V. Requirement for worker to produce requested information

(1) On being requested to do so by the approved medical specialist panel, a worker in respect of whom a question as to degree of impairment has been referred to an approved medical specialist panel is required to produce to the approved medical specialist panel for use in dealing with the referral, within 7 days after the

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day on which the worker receives the request, any information that —

- (a) relates to the injury from which the impairment resulted; and
- (b) is specified in the approved medical specialist panel's request.
- (2) A request by an approved medical specialist panel under subregulation (1) has to include the names of the members of the approved medical specialist panel.
- (3) A person who contravenes a requirement under subregulation (1) commits an offence and is liable to a fine of \$2 000.
- (4) Subregulation (1) does not apply to any information that is the subject of a requirement referred to in regulation 18T(1).

[Regulation 18V inserted in Gazette 28 Oct 2005 p. 4883-4.]

#### 18W. Reports and certificates regarding outcome of assessment

A report of a worker's degree of impairment given by an approved medical specialist panel under section 146O(2)(a) of the Act, or a certificate specifying a worker's degree of impairment given by an approved medical specialist panel under section 146O(2)(b) of the Act, has to include —

- (a) the prescribed details in relation to the worker;
- (b) the names of the members of the approved medical specialist panel; and
- (c) the date of the examination of the worker by, or at the request of, the members of the approved medical specialist panel.

[Regulation 18W inserted in Gazette 28 Oct 2005 p. 4884.]

[**19**. *Repealed in Gazette 8 Mar 2002 p. 949.*]

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# Part 3 — Noise induced hearing loss

[Heading inserted in Gazette 26 Feb 1991 p. 934.]

# **19A.** Interpretation

In this Part unless the contrary intention appears —

- **"approved"** means approved in writing by the chief executive officer;
- **"approved medical practitioner"** means a medical practitioner approved under regulation 19B(1)(a);
- "approved person" means a person approved under regulation 19B;
- "**audiologist**" means an audiologist approved under regulation 19B(1)(b);
- "audiometric officer" means a person approved under regulation 19B(1)(c);
- **"Australian Standard"** means a standard published by the Standards Association of Australia<sup>3</sup>, as amended from time to time;

"clause" means a clause in the Act Schedule 7.

[Regulation 19A inserted in Gazette 26 Feb 1991 p. 934; amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4884.]

# 19B. Persons approved to carry out audiometric testing

- (1) The chief executive officer may approve, either generally or in a particular case, the following persons to carry out audiometric testing
  - (a) a medical practitioner;
  - (b) an audiologist who is either a full member or qualified to be a full member of the Audiological Society of Australia; and
  - (c) a person who, in the opinion of the chief executive officer, has appropriate qualifications to enable that

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person to carry out audiometric testing as an audiometric officer.

- (2) An audiometric test for the purposes of sections 24A and 24B of the Act shall be carried out by a person approved under subregulation (1).
- (3) The chief executive officer may at any time cancel an approval given under subregulation (1).
- (4) The chief executive officer shall serve on each person to whom an approval, or cancellation of approval, relates a certificate of approval or notification of cancellation, as the case requires.

[Regulation 19B inserted in Gazette 26 Feb 1991 p. 934; amended in Gazette 21 Jan 2005 p. 276.]

# **19C.** Testing procedures

- (1) An approved person shall carry out an audiometric test
  - (a) using an audiometer which meets the standards specified in writing by the chief executive officer; and
  - (b) in an approved hearing booth or other approved testing environment.
- (2) An approved person using an audiometer under subregulation (1) shall
  - (a) check the audiometer on each day of use, both before and after the series of measurements carried out and after any relocation of the audiometer, to ensure that the audiometer is in satisfactory working order; and
  - (b) ensure that the audiometer has been calibrated at an approved calibration laboratory within the 12 months preceding each day of use and that the audiometric officer has received a copy of the report prepared on that calibration.
- (3) An approved person shall ensure that the background noise levels during the testing of the hearing of a worker do not

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exceed those values listed in Table 5.1 in Section 5 of Australian Standard 1269-1989, or an approved equivalent, for the type of earphone/cushion or earphone enclosure combination connected to the audiometer used for the testing.

- (4) Subject to subregulation (5), an approved person shall test the hearing of a worker by means of a pure tone air conduction hearing threshold test carried out separately for the left and right ears
  - (a) in accordance with
    - (i) the procedure described in Section E2 of Appendix E of Australian Standard 1269-1989 as modified by written direction of the chief executive officer; or
    - (ii) any procedure which establishes a higher testing procedure than that specified in subparagraph (i) and which is approved in writing by the chief executive officer;

and

- (b) if the test is conducted in accordance with the procedure referred to in paragraph (a)(i), at the frequencies 500, 1 000, 1 500, 2 000, 3 000, 4 000, 6 000, 8 000 Hz except that where an audiometer does not possess a 1 500 Hz tone the hearing threshold for that frequency shall be calculated by drawing a straight line on an audiogram connecting the points of threshold for 1 000 and 2 000 Hz, marking the point of intersection with the 1 500 Hz line, and adjusting this value to the nearest 5dB increment.
- (5) If, in the opinion of the chief executive officer, a worker has an injury which will prevent the effective use of an audiometric test referred to in subregulation (4), the hearing of that worker may be tested by any other method approved for the purposes of this subregulation.

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- (6)In instances where audiometric testing is carried out by an audiometric officer and the audiometric officer believes that the worker meets the criteria specified in Item 4 of Waugh & Macrae's criteria for medical referral in Table 1 of National Acoustic Laboratories Report No. 80 "Criteria for assessing hearing conservation audiograms", the audiometric officer shall refer the worker to a medical practitioner and the audiometric officer shall defer audiometric testing until the worker has complied with the referral and the audiometric officer is satisfied that the worker does not meet those criteria.
- Where an initial audiometric test is carried out by an (7)audiometric officer and the results of an air conduction test meet the criteria specified in Item 1, 2 or 3 of Waugh and Macrae's criteria for medical referral in Table 1 of National Acoustic Laboratories Report No. 80, the audiometric officer shall refer the worker to an audiologist or an approved medical practitioner for full audiometric testing.
- Where the results of an air conduction test carried out after an (8)
  - (a) at least a 10% loss of hearing from the initial audiometric test;
  - at least a 5% loss of hearing from the loss shown by the (b) audiometric test which resulted in a successful election by the worker under section 24A or 31E of the Act; or
  - where the worker has reached the age of 65 years or on (c) the worker's retirement from work before that age, any further percentage loss of hearing from the loss shown by the audiometric test which resulted in a successful election by the worker under section 24A or 31E of the Act,

the worker shall be referred by WorkCover WA to an audiologist or an approved medical practitioner for full audiometric testing, and the audiologist or medical practitioner shall, upon completion of that testing refer the worker to a

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medical practitioner registered in the specialty of otorhinolaryngology for full otorhinolaryngological assessment to determine the percentage of noise induced hearing loss.

- (9) Where the results of a further air conduction test, carried out after those tests referred to in subregulation (8), show a further loss of hearing, the worker shall be referred by WorkCover WA to an audiologist or an approved medical practitioner for full audiometric testing and the audiologist or medical practitioner shall, if a further hearing loss is confirmed, refer the worker to a medical practitioner registered in the speciality of otorhinolaryngology for a full otorhinolaryngological assessment to determine the percentage of noise induced hearing loss.
- (10) Where a worker is referred to an approved medical practitioner, audiologist or medical practitioner registered in the speciality of otorhinolaryngology under subregulation (6), (7), (8) or (9), the audiometric test of that worker is completed on the date that
  - (a) if the referral is under subregulation (6), the audiometric officer completes the audiometric test;
  - (b) if the referral is under subregulation (7), the medical practitioner or audiologist completes the audiometric test; and
  - (c) if the referral is under subregulation (8) or (9), the medical practitioner or audiologist completes the audiometric test, or if the worker is further referred, the medical practitioner registered in the speciality of otorhinolaryngology determines the percentage of noise induced hearing loss.

[Regulation 19C inserted in Gazette 26 Feb 1991 p. 935-7; amended in Gazette 3 Apr 1992 p. 1541-2; 24 Dec 1993 p. 6845; 17 Nov 2000 p. 6312; 21 Jan 2005 p. 276; 28 Oct 2005 p. 4884-5.]

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#### 19D. Notice of audiometric test and testing arrangements

- (1) The employer of a worker who is required, or who makes a request, to undergo an audiometric test under clause 2 shall give written notice of the test to the worker in the form of Form 18 in Appendix I.
- (2) The employer of a worker given a notice under subregulation (1) shall ensure that the worker is not knowingly exposed in the workplace, and the worker shall not knowingly permit himself to be exposed, to noise levels above 80dB(A) during the 16 hours preceding an audiometric test.
- (3) A worker given a notice under subregulation (1) shall not, without reasonable excuse, proof of which is on the worker, fail to submit himself for testing so notified.

[Regulation 19D inserted in Gazette 26 Feb 1991 p. 937; amended in Gazette 17 Nov 2000 p. 6312.]

### **19E.** Calculation of loss of hearing

- In sections 24A(2) and 31E(3) of the Act, loss of hearing means loss of hearing calculated in accordance with the hearing loss tables RB and EB published in Appendices 3 and 7 of Report No. 118 of the National Acoustic Laboratories as annexed in Appendix III.
- (2) The method of determining percentage loss of hearing occurring during the interval between 2 audiometric tests shall be by subtraction.

[Regulation 19E inserted in Gazette 26 Feb 1991 p. 937; amended in Gazette 28 Oct 2005 p. 4885.]

#### 19F. Report on audiometric test and storage of results

 A person who carries out an audiometric test shall ensure that the results are prepared and delivered to WorkCover WA and the worker in the form of Form 19A or Form 19B in Appendix I, as the case requires.

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- (2) WorkCover WA shall, on the written request of the worker tested, communicate the results of an audiometric test delivered to it under clause 4(2) to any person specified by the worker in that request.
- (3) A person who receives the results of an audiometric test under subregulation (2) shall ensure that the results of the test, and any information derived from those results are not communicated to any person other than the worker except at the written request of the worker tested.

Penalty: a fine of \$1 000.

(4) WorkCover WA shall store the results of audiometric tests delivered to it under clause 4(2) for a period ending the day after the 70th birthday of the worker to whom the results relate.

[Regulation 19F inserted in Gazette 26 Feb 1991 p. 937-8; amended in Gazette 17 Nov 2000 p. 6312; 21 Jan 2005 p. 276; 28 Oct 2005 p. 4885.]

[**19G**. Repealed in Gazette 28 Oct 2005 p. 4885.]

#### 19H. Retest of person's hearing

- A worker or employer who disputes the results of an audiometric test shall give notice in the form of Form 21 in Appendix I to WorkCover WA.
- (2) A retest of a worker's hearing under clause 7(1) shall be carried out in the manner prescribed under regulation 19C by
  - (a) an approved medical practitioner;
  - (b) an audiologist; or
  - (c) a medical practitioner registered in the speciality of otorhinolaryngology,

nominated in writing by the chief executive officer.

- (3) A retest of a worker's hearing under clause 7(1) may include
  - (a) a physical examination; and

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(b)	any other appropriate investigation the approved medical
	practitioner or audiologist considers necessary to
	determine —

- (i) whether the worker's hearing loss is noise induced;
- (ii) whether the worker's hearing loss is due, or partly due, to ear disease;
- (iii) whether the worker's hearing loss is due, or partly due, to a hearing loss which is noise induced but of a type which is not due to the nature of any employment in which the worker was or is engaged; and
- (iv) any other causes of the hearing loss.
- (4) Having regard to the results obtained under subregulation (3), the medical practitioner registered in the speciality of otorhinolaryngology may determine the noise induced hearing loss of the worker as a binaural noise induced hearing loss expressed as a percentage loss of hearing.

[Regulation 19H inserted in Gazette 26 Feb 1991 p. 938-9; amended in Gazette 21 Jan 2005 p. 276.]

# **19I.** Prescribed workplaces

- (1) For the purposes of clause 10 a prescribed workplace is a workplace or part of a workplace where a worker is receiving, or is likely to receive, noise above the action level specified in subregulation (2).
- (2) For the purposes of this regulation —

"action level" means -

- (a) an L peak of 140dB(lin); or
- (b) a representative LAeq,8h of 90dB(A);

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- **"L peak"** means the maximum unweighted sound pressure level recorded with an instrument equipped for measuring peak values in accordance with AS 1259.1-1990;
- **"representative LAeq,8h"** means an 8 hour equivalent continuous A weighted sound pressure level, determined from the assessment of worker exposures that is typical of the operation, work pattern or process being assessed as described in AS 1269-1989 Clause 1.4.7.

[Regulation 19I inserted in Gazette 26 Feb 1991 p. 939.]

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# Part 3A — Constraints on awards of common law damages

[Heading inserted in Gazette 15 Oct 1999 p. 4890.]

### Division 1 — 1993 scheme

[Heading inserted in Gazette 28 Oct 2005 p. 4885.]

#### **19IA.** Guides for assessing degree of disability

- (1) The first edition is prescribed for the purposes of the definition of "AMA Guides" in section 93CA of the Act.
- (2) To the extent, if any, that neither section 93D(2)(a) nor (b) of the Act applies to the assessment of the degree of disability of a worker for the purposes of section 93E, the degree of disability is to be assessed in accordance with the American Medical Association's *Guides to the Evaluation of Permanent Impairment* (4<sup>th</sup> Edition).

[Regulation 19IA inserted in Gazette 17 Nov 2000 p. 6312-13; amended in Gazette 28 Oct 2005 p. 4885.]

#### 19J. Assessment of degree of disability

- (1) Subject to regulations 19JA and 19JB, a referral under section 93D(5) of the Act
  - (a) is to be made in the form of Form 22 in Appendix I; and
  - (b) is to nominate one, and only one, relevant level of the degree of disability in respect of which the referral is made.
- (2) A notification under section 93D(7) of the Act is to be
  - (a) made in the form of Form 23 in Appendix I; and
  - (b) accompanied by a copy of the medical evidence produced to the Director under section 93D(6) of the Act.

(3) Subject to regulations 19JA and 19JB, a notification under section 93D(8) of the Act is to be made in the form of Form 23 in Appendix I.

[Regulation 19J inserted in Gazette 15 Oct 1999 p. 4890-1; amended in Gazette 14 Dec 1999 p. 6147; 26 Oct 2004 p. 4899; 28 Oct 2005 p. 4886 and 4911.]

# **19JA.** Method of referral and notification when section 93EA(3) of the Act applies

- A referral under section 93D(5) of the Act in combination with section 93EA(3) of the Act (due to the application of section 93EA(3) of the Act) is to be made in the form of Appendix I Form 22A.
- (2) When completing Form 22A, the worker is to nominate one, and only one, relevant level of the degree of disability in respect of which the referral is made, and provide details of the medical evidence relied upon to support the referral.
- (3) If section 93EA(3) of the Act applies because of a referral that was made before 14 December 1999 and, in that earlier referral —
  - (a) the worker nominated both relevant levels of the degree of disability on the same form; and
  - (b) the worker is still seeking to nominate both relevant levels of the degree of disability in the present referral,

the worker is to complete a separate Form 22A for each of the previously nominated relevant levels of the degree of disability.

- (4) A notification under section 93EA(5)(a) and (b)(i) of the Act is to be given in the form of Appendix I Form 23A.
- (5) The Director is to include a copy of any medical evidence that was produced and that complies with section 93D(6) of the Act, when giving notification under subregulation (4).

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- (6) A notification under section 93D(8) of the Act that relates to a referral under section 93D(5) of the Act, due to the application of section 93EA(3) of the Act, is to be made in the form of Appendix I Form 23A.
- (7) A notification under section 93EA(5)(b)(ii) of the Act is to be given in writing.

[Regulation 19JA inserted in Gazette 26 Oct 2004 p. 4899-900; amended in Gazette 28 Oct 2005 p. 4911.]

# **19JB.** Method of referral and notification when section 93EB(3) of the Act applies

- A referral under section 93D(5) of the Act in combination with section 93EB(3) of the Act (due to the application of section 93EB(3) of the Act) is to be made in the form of Appendix I Form 22B.
- (2) When completing Form 22B, the worker is to nominate one, and only one, relevant level of the degree of disability in respect of which the referral is made, and provide details of the medical evidence relied upon to support the referral.
- (3) If section 93EB(3) of the Act applies because of a referral that was made before 14 December 1999 and, in that earlier referral—
  - (a) the worker nominated both relevant levels of the degree of disability on the same form; and
  - (b) the worker is still seeking to nominate both relevant levels of the degree of disability in the present referral,

the worker is to complete a separate Form 22B for each of the previously nominated relevant levels of the degree of disability.

(4) A notification under section 93EB(5)(a) and (b)(i) of the Act is to be given in the form of Appendix I Form 23B.

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- (5) The Director is to include a copy of any medical evidence that was produced and that complies with section 93D(6) of the Act, when giving notification under subregulation (4).
- (6) A notification under section 93D(8) of the Act that relates to a referral under section 93D(5) of the Act, due to the application of section 93EB(3) of the Act, is to be made in the form of Appendix I Form 23B.
- (7) A notification under section 93EB(5)(b)(ii) of the Act is to be given in writing.

[Regulation 19JB inserted in Gazette 26 Oct 2004 p. 4900-1; amended in Gazette 28 Oct 2005 p. 4911.]

#### 19K. Agreement as to degree of disability

- (1) An agreement as to the level of the degree of disability for the purposes of section 93E(3)(a), (4) or (9) of the Act is to be made in the form of Form 24 in Appendix I and lodged with the Director.
- (2) On receipt of the agreement the Director is to
  - (a) record the agreement in a register kept for that purpose; and
  - (b) complete the relevant section of the agreement form and give a copy of it to the worker and the employer.

[Regulation 19K inserted in Gazette 15 Oct 1999 p. 4891; amended in Gazette 28 Oct 2005 p. 4886.]

### **19L.** Determination of degree of disability

- (1) The Director is to be notified as soon as practicable after the determination of
  - (a) a dispute dealt with as required by section 93D(10) of the Act; or
  - (b) a question referred to a medical panel under subsection 93D(11) of the Act.

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  - (2) Upon becoming aware of a determination described in subregulation (1), the Director is to, as soon as practicable
    - (a) record the determination in a register kept for that purpose; and
    - (b) give a copy of the determination to the worker, the employer and the employer's insurer advising that the determination has been recorded.

[Regulation 19L inserted in Gazette 15 Oct 1999 p. 4891; amended in Gazette 17 Nov 2000 p. 6313; 28 Oct 2005 p. 4886.]

# 19M. Election to retain right to seek common law damages

- (1) An election under section 93E(3)(b) of the Act
  - (a) is made by completing an election form in the form of Form 25 in Appendix I and lodging it with the Director; and
  - (b) cannot be made unless
    - (i) it is agreed that the degree of disability is not less than 16%; or
    - (ii) it is determined that the degree of disability is not less than 16%.
- (2) If it is agreed that the degree of disability is not less than 16% the election form is to be accompanied by Form 24 in Appendix I unless an agreement as to the degree of disability for the purposes of section 93E(3)(a), (4) or (9) of the Act was recorded under regulation 19K before the lodgment of the election form.
- (3) If it is determined that the degree of disability is not less than 16% the election form is to be accompanied by evidence of the determination unless a determination of a dispute as to the degree of disability was recorded under regulation 19L before the lodgment of the election form.

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- (4) Subject to subregulation (5), on the day on which the Director receives the election form the Director is to
  - (a) record
    - (i) under regulation 19K(2)(a) the agreement (if any) accompanying the election form; or
    - (ii) under regulation 19L(2)(a) the determination (if any) accompanying the election form;
  - (b) register the election in a register kept for that purpose; and
  - (c) complete the relevant section of the election form and give a copy of it to the worker and the employer.
- (5) The Director may refuse to register an election if not satisfied that the worker has been properly advised of the consequences of the election.
- (6) This regulation applies to an election under section 93E(3)(b) of the Act that is commenced on or after the day on which the Workers' Compensation and Rehabilitation Amendment Regulations (No. 11) 1999 come into operation<sup>1</sup>.

[Regulation 19M inserted in Gazette 14 Dec 1999 p. 6147-8; amended in Gazette 17 Nov 2000 p. 6313-14.]

#### **19N.** Extension of time to make election under s. 93E(3)(b)

(1) In this regulation —

"extension period" means the period of time that ends 6 months after the termination day;

"termination day" has the meaning that it has in section 93E of the Act.

(2) For the purposes of section 93E(7) of the Act, the circumstances in which the Director may extend the period of time within which an election can be made under section 93E(3)(b) of the Act exist, whether or not the period being extended has already expired, if —

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- (a) the Director is satisfied that the worker will require major surgery in respect of the injury in the extension period;
- (aa) upon an application described in subregulation (3a), the Director is satisfied that an extension should be given for a period ending not more than 8 weeks after the termination day to give time for a specialist in a relevant field of medicine to prepare a report, based on treatment or medical investigation of the worker, as to whether the worker will require major surgery in respect of the injury in the extension period;
- (b) no extension has been given under paragraph (aa) and the Director is satisfied that medical evidence that the worker will require major surgery in respect of the injury in the extension period has not been obtained from a medical practitioner who is a specialist in a relevant field of medicine despite all reasonably practicable steps having been taken by or on behalf of the worker to obtain that evidence; or
- (c) the Director is satisfied that a medical panel under section 36 of the Act has determined that the worker's injury is of a kind mentioned in section 33 or 34 of the Act.
- (3) An application for an extension of time under subregulation (2)(a) is to be
  - (a) made in the form of Form 26 in Appendix I;
  - (b) accompanied by medical evidence from a medical practitioner who is a specialist in a relevant field of medicine; and
  - (c) lodged with the Director at least 21 days before
    - (i) the termination day; or
    - (ii) if an extension of time has been granted under subregulation (2)(aa) or (b), the last day of the period as extended.

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(3a)	An application for an extension of time under subregulation (2)(aa) to give time for the preparation of a specialist's report, based on treatment or medical investigat of the worker, is to be —		
	(a)	made	in the form of Form 28 in Appendix I;
(b)			panied by medical evidence from a specialist in a nt field of medicine indicating that —
		(i)	a report could not be satisfactorily prepared without the treatment or investigation having been carried out; and
		(ii)	the extension sought is needed to give sufficient time for the preparation of the report;
		and	
	(c)	-	l with the Director at least 21 days before the ation day.
(4)		An application for an extension of time under subregulation $(2)(b)$ is to be —	
	(a)	made	in the form of Form 27 in Appendix I;
	(b)	provid	panied by such evidence, in addition to that ed in the Form 27, as may be requested by the or about —
		(i)	the requirement for the worker to have the surgery mentioned in subregulation (2)(b); or
		(ii)	the action taken by or on behalf of the worker to obtain the medical evidence mentioned in subregulation (2)(b);
		and	
	(c)	0	l with the Director at least 21 days before the ation day.
(5)		application for an extension of time under regulation $(2)(c)$ is to be —	

(a) made in the form of Form 26 in Appendix I;

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	(b)	accompanied by evidence of the medical panel's determination; and
	(c)	lodged with the Director at least 21 days before —
		(i) the termination day; or
		<ul><li>(ii) if an extension of time has been granted under subregulation (2)(aa) or (b), the last day of the period as extended.</li></ul>
(6)	Withir	n 14 days of receiving the application the Director is to —
	(a) decide whether to extend the period within which the election can be made;	
	(b)	set the extension period in accordance with section 93E(7); and
	(c)	complete the relevant section of the application form and give a copy of it to the worker and the employer.
		lation 19N inserted in Gazette 14 Dec 1999 p. 6149-50; led in Gazette 17 Nov 2000 p. 6314-16; 28 Oct 2005 1.]
190.	<b>PO.</b> Application for compensation An application for compensation under section 93E(11) of the Act is to be made and dealt with in accordance with the <i>Workers' Compensation and Injury Management (DRD)</i> <i>Rules 2005</i> as if it were an application in respect of a dispute as to the amount of compensation.	
	- 0	lation 190 inserted in Gazette 15 Oct 1999 p. 4892; led in Gazette 28 Oct 2005 p. 4886.]
19 <b>P</b> .	Notification to workers about elections as to common law damages	
(1)	The er	uployer of a worker who has an unfinalized claim for

 The employer of a worker who has an unfinalized claim for compensation under the Act is to give the worker written notice, in a form approved by the chief executive officer, of —

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- (a) the requirement under section 93E(3)(b) of the Act for the worker to elect to retain the right to seek damages; and
- (b) the date by which the election is to be made.
- (2) The employer is to give the notice mentioned in subregulation (1)
  - (a) if a dispute resolution authority orders that weekly payments of compensation are to commence, within 7 days of the day of the order; or
  - (b) in any other case, 3 and 5 months from the day on which weekly payments commenced.
- (3) An employer's obligation under this regulation to give a worker notice is fulfilled if the notice is given, within the time required, by an insurer with which the employer has a policy indemnifying the employer against liability to pay the compensation claimed.

[Regulation 19P inserted in Gazette 14 Dec 1999 p. 6150-1; amended in Gazette 17 Nov 2000 p. 6316-17; 21 Jan 2005 p. 276; 28 Oct 2005 p. 4886.]

# Division 2 — 2004 scheme

[Heading inserted in Gazette 28 Oct 2005 p. 4887.]

#### 20. Recording agreement

- (1) If
  - (a) the worker and the employer agree
    - (i) that the worker's degree of permanent whole of person impairment is at least 15%; and
    - (ii) as to whether or not the worker's degree of permanent whole of person impairment is at least 25%;
    - and

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(b) the worker, in writing, requests the Director to record the agreement,

the Director is required to record the agreement in a register kept for the purpose unless an agreement or assessment as to the worker's degree of permanent whole of person impairment has already been recorded under this regulation or regulation 21.

- (2) The request under subregulation (1)(b) for the Director to record the agreement has to include
  - (a) the worker's name and any other details necessary to identify the worker;
  - (b) details sufficient to enable the worker to be contacted;
  - (c) the worker's date of birth;
  - (d) the date on which the injury occurred and a description of the injury;
  - (e) if a claim for compensation under the Act for the injury has been made, the date on which the worker's claim was made and sufficient other details to identify the claim (including any claim number that may have been given to the claim);
  - (f) the employer's name and any other details necessary to identify the employer;
  - (g) details sufficient to enable the employer to be contacted; and
  - (h) the name of the insurer, if any.
- (3) The Director's record in the register is to be in the form of Form 32 in Appendix I, and the Director is required to give a copy of the record to each of the worker and the employer.

[Regulation 20 inserted in Gazette 28 Oct 2005 p. 4887-8.]

# 21. Recording assessment

(1) If —

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- (a) the worker's degree of permanent whole of person impairment has been assessed to be a percentage that is not less than 15%;
- (b) the Director has been given
  - (i) a copy of the certificate given to the worker under section 146H(1)(b) of the Act; and
  - (ii) if the assessment involves a special evaluation as defined in section 146C(4) of the Act, a copy of the certificate referred to in section 93N(1) of the Act on the basis of which the special evaluation was requested;

and

(c) the worker, in writing, requests the Director to record the assessment,

the Director is required to record the assessment in a register kept for the purpose unless an agreement or assessment as to the worker's degree of permanent whole of person impairment has already been recorded under regulation 20 or this regulation.

(2) The Director's record in the register is to be in the form of Form 33 in Appendix I, and the Director is required to give a copy of the record to each of the worker and the employer.

[Regulation 21 inserted in Gazette 28 Oct 2005 p. 4888-9.]

#### 22. Electing to retain right to seek damages

- An election under section 93K(4)(a) of the Act is made by completing an election form in the form of Form 34 in Appendix I and lodging it with the Director.
- (2) Unless under subregulation (3) the Director refuses to register the election, the Director is to
  - (a) register the election in a register kept for that purpose on the day on which the Director receives the election form; and

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- (b) complete the relevant section of the election form and give a copy of it to the worker and the employer.
- (3) The Director may refuse to register the election if not satisfied that the worker has been properly advised of the consequences of the election.

[Regulation 22 inserted in Gazette 28 Oct 2005 p. 4889.]

### 23. Extending termination day

- (1) A worker may apply for the Director to extend the termination day under section 93M of the Act.
- (2) The application is made by
  - (a) lodging with the Director a completed application form in the form of Form 35 in Appendix I; and
  - (b) providing to the Director, with the application form, anything that this regulation requires to be provided with the application form.
- (3) If the application is made in the circumstances described in section 93M(4)(a) of the Act
  - (a) when the application form is lodged, the Director has to be provided with
    - a copy of the approved medical specialist's certificate certifying that the worker's condition has not stabilised to the extent required for a normal evaluation of the worker's degree of permanent whole of person impairment to be made in accordance with the WorkCover Guides as described in sections 146A and 146C of the Act;
    - (ii) a copy of the approved medical specialist's recommendation of a day until which the termination day be extended; and
    - (iii) a copy of the approved medical specialist's report under section 146H(2)(c) of the Act;

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- (b) the Director may, within the limits imposed by the Act, extend the termination day until a day that the Director, having regard to the approved medical specialist's recommendation, considers will give the worker a reasonable opportunity to make an election under section 93K(4)(a) of the Act.
- (4) If the application is made in the circumstances described in section 93M(4)(b) of the Act, the Director cannot extend the termination day to a day that is more than 6 months after the day on which the Director gives the extension.
- (5) If the application is made in the circumstances described in section 93M(4)(c) of the Act
  - (a) when the application form is lodged
    - (i) if the worker has, in writing, requested an assessment of the worker's degree of permanent whole of person impairment, the Director has to be provided with a copy of the worker's request; and
    - (ii) if the approved medical specialist has notified the worker, in writing, that more time is or was required to give the worker the documents required by section 146H of the Act than the time described in section 93O(1)(d) of the Act, the Director has to be provided with a copy of the notification;
    - and
  - (b) the Director may, within the limits imposed by the Act, extend the termination day until a day that the Director, having regard to the further time needed by the approved medical specialist, considers will give the worker a reasonable opportunity to make an election under section 93K(4)(a) of the Act.

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- (6) If the application is made in the circumstances described in section 93M(4)(d)(i) or (ii) of the Act
  - (a) when the application form is lodged
    - (i) the Director has to be provided with a copy of the worker's request for an assessment of the worker's degree of permanent whole of person impairment; and
    - (ii) if the approved medical specialist has notified the worker, in writing, that it would be impracticable to give the worker the documents required by section 146H of the Act at least 7 days before the termination day, the Director has to be provided with a copy of the notification;

and

(b) the Director may, within the limits imposed by the Act, extend the termination day until a day that the Director considers will give the worker a reasonable opportunity to make an election under section 93K(4)(a) of the Act.

[Regulation 23 inserted in Gazette 28 Oct 2005 p. 4889-92.]

# 24. Expected time for approved medical specialist to give assessment documents

An approved medical specialist can reasonably be expected to take 6 weeks, after a worker requests an assessment of the worker's degree of permanent whole of person impairment, to give the worker the documents that the approved medical specialist is required by section 146H of the Act to give the worker.

[Regulation 24 inserted in Gazette 28 Oct 2005 p. 4892.]

# 25. Employer's obligation to notify worker

The notice that an employer is required by section 93O(1) of the Act to give to a worker has to be given by sending the worker a document in the form of Form 36 in Appendix I.

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[Regulation 25 inserted in Gazette 28 Oct 2005 p. 4893.]

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# Part 4 — Registered agents

[Heading inserted in Gazette 28 Oct 2005 p. 4893.]

# **Division 1**—**Preliminary**

[Heading inserted in Gazette 28 Oct 2005 p. 4893.]

### 26. Meaning of terms used in this Part

In this Part —

"applicant" means an applicant for registration;

- "code of conduct" means the code of conduct set out in Appendix IV;
- "employer", in relation to an applicant or registered agent, other than a person in a class of persons prescribed under regulation 27A(b) or (c), means the person or body —
  - (a) by which the applicant or registered agent is employed or engaged; and
  - (b) as an employee or officer of which the applicant proposes to act as a registered agent, or of which the registered agent acts as a registered agent;
- **"fit and proper person"**, in relation to an applicant or registered agent, means a person who satisfies WorkCover WA that he or she
  - (a) by reason of qualification or experience or both, has sufficient knowledge of the workers' compensation jurisdiction to represent a party effectively; and
  - (b) is of good character;
- **"independent agent"** means a person in a class of persons prescribed under regulation 27A(c);
- **"registration"** means registration under this Part as a registered agent.

[Regulation 26 inserted in Gazette 28 Oct 2005 p. 4893; amended in Gazette 9 Dec 2005 p. 5892.]

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### 27. Prescribed organisations (section 277(1)(e))

The following organisations are prescribed for the purposes of section 277(1)(e) of the Act —

- (a) the Asbestos Diseases Advisory Service of Australia;
- (b) UnionsWA;
- (c) the Chamber of Commerce and Industry of Western Australia.

[Regulation 27 inserted in Gazette 9 Dec 2005 p. 5892.]

#### 27A. Prescribed classes of persons (section 277(1)(f))

The following classes of persons are prescribed for the purposes of section 277(1)(f) of the Act —

- (a) persons employed or engaged by a person or body that is engaged to provide claims management services to a self-insurer;
- (b) persons engaged by a self-insurer to provide claims management services to the self-insurer;
- (c) persons to whom section 277 of the Act does not otherwise apply and who act, or propose to act, as independent agents in the Dispute Resolution Directorate.

[Regulation 27A inserted in Gazette 9 Dec 2005 p. 5892-3.]

#### **Division 2**—**Registration and renewal**

[Heading inserted in Gazette 28 Oct 2005 p. 4894.]

#### 28. Application for registration

- (1) An application for registration must be made to WorkCover WA in a form approved by WorkCover WA.
- (2) Unless an application is made by a person in a class of persons prescribed under regulation 27A(b) or (c), it must include a nomination of the applicant signed by the applicant's employer.

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- (2a) An application by an independent agent must be accompanied by
  - (a) a criminal record check in respect of the applicant issued not more than 3 months before the application is made;
  - (b) if the criminal record check shows details of a conviction, a statement detailing the grounds on which the applicant believes that, having regard to the conduct required under the code of conduct, the conviction is of a kind that does not relate to whether or not the applicant is a fit and proper person to be registered;
  - (c) a statement setting out the qualifications of the applicant, or any experience of the applicant, that demonstrates sufficient knowledge of the workers' compensation jurisdiction to enable the applicant to represent a party effectively;
  - (d) a statutory declaration verifying the particulars contained in the application and accompanying material.
- (2b) An application by a person in a class of persons prescribed under regulation 27A(a) or (b) must be accompanied by —
  - (a) a statement identifying the self-insurers to whom the agent, or the employer of the agent, is engaged to provide claims management services; and
  - (b) a statutory declaration verifying the particulars contained in the statement.
  - (3) The application must be accompanied by evidence satisfactory to WorkCover WA that
    - (a) there is, or upon registration under this Part will be, in force with respect to the applicant a policy of professional indemnity insurance for not less than \$1 million for any one claim; or
    - (b) within the meaning of subregulation (4), the applicant has sufficient material resources to provide professional indemnity.

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- (4) A person has sufficient material resources to provide professional indemnity if
  - (a) the person is nominated by an employer who
    - (i) maintains professional indemnity insurance for not less than \$1 million for any one claim; or
    - (ii) holds legal or equitable estates or interests of not less than \$1 million in real or personal property;
    - or
  - (b) the person holds legal or equitable estates or interests of not less than \$1 million in real or personal property.
- (5) The applicant must provide WorkCover WA with any additional information or document that WorkCover WA may ask for.
- (6) In subregulation (2a)(a)
  - "criminal record check" means a document issued by the Western Australian Police Service, Australian Federal Police or another body or agency approved by WorkCover WA that sets out the criminal convictions of an individual for offences under the law of Western Australia, the Commonwealth, another State or a Territory.

[Regulation 28 inserted in Gazette 28 Oct 2005 p. 4894-5; amended in Gazette 9 Dec 2005 p. 5893-4.]

# 29. WorkCover WA must register, and may impose conditions on registration

- (1) WorkCover WA may refuse to register an applicant if
  - (a) the application is not duly made; or
  - (b) in the case of an application by an independent agent, the applicant is not a fit and proper person to be a registered agent.
- (2) WorkCover WA cannot refuse an application unless it has —

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- (a) given the applicant written notice of the intention to refuse the application, and of the grounds for the proposed refusal; and
- (b) allowed at least 21 days for the applicant to show cause why the application should not be refused.
- (3) In the case of a registered agent other than a person in a class of persons prescribed under regulation 27A(b) or (c), registration has effect to the extent that the person acts as a registered agent as an employee or officer of the employer that nominates the person in the application under regulation 28(2), and not otherwise.
- (4) In the case of a registered agent who is a person in a class of persons prescribed under regulation 27A(a) or (b), registration has effect to the extent that the person acts as a registered agent for
  - (a) a self-insurer identified in the agent's application under regulation 28(2b); or
  - (b) a self-insurer identified in a statement
    - (i) provided to WorkCover WA after registration by the agent;
    - (ii) verified by statutory declaration of the agent; and
    - (iii) accepted by WorkCover WA.

[Regulation 29 inserted in Gazette 28 Oct 2005 p. 4895; amended in Gazette 9 Dec 2005 p. 5894-5.]

# **30.** Indemnity and other conditions of registration

- (1) It is a condition of registration that the professional indemnity insurance or material resources of the registered agent referred to in regulation 28(3) must be maintained during the period of registration.
- (2) It is a condition of registration that the registered agent must comply with the code of conduct.

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- (3) In the case of a registered agent other than a person in a class of persons prescribed under regulation 27A(b) or (c), it is a condition of registration that the person will not act as a registered agent other than as an employee or officer of the employer who nominated the agent in the application for registration.
- (4) In the case of a registered agent who is a person in a class of persons prescribed under regulation 27A(a) or (b), it is a condition of registration that the person will not act as a registered agent other than for —
  - (a) a self-insurer identified in the agent's application under regulation 28(2b); or
  - (b) a self-insurer identified in a statement
    - (i) provided to WorkCover WA after registration by the agent;
    - (ii) verified by statutory declaration of the agent; and
    - (iii) accepted by WorkCover WA.

[Regulation 30 inserted in Gazette 28 Oct 2005 p. 4895-6; amended in Gazette 9 Dec 2005 p. 5895.]

#### **31. Duration of registration**

- (1) Except as provided in subregulation (3), a registration has effect from the day it is granted and continues in force until the following 30 June.
- (2) An application for the renewal of registration may be made at any time before the registration expires and, except as provided in subregulation (3), any such renewal has effect for the period 1 July to 30 June.
- (3) If a registered agent is removed from the register under regulation 36, or has his or her registration suspended or cancelled under regulation 38 or 39, the registration or renewal has effect until that removal or suspension, as the case requires.

[Regulation 31 inserted in Gazette 28 Oct 2005 p. 4896.]

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#### **32.** Application for renewal of registration

- (1) An application for renewal of registration must be made in the same manner and form as an application for registration.
- (2) An application for renewal must be made not later than 28 days before the day on which the registration is due to expire.
- (3) WorkCover WA may shorten the period referred to in subregulation (2) and may do so either before or after the application is required to be made under that subregulation.
- (4) WorkCover WA may refuse to renew the registration if
  - (a) the application is not duly made; or
  - (b) in the case of an application by an independent agent, the applicant is not a fit and proper person to be a registered agent.
- (5) WorkCover WA cannot refuse to renew the registration unless it has
  - (a) given the applicant written notice of the intention to refuse the application, and of the grounds for the proposed refusal; and
  - (b) allowed at least 21 days for the applicant to show cause why the application should not be refused.

[Regulation 32 inserted in Gazette 28 Oct 2005 p. 4896-7; amended in Gazette 9 Dec 2005 p. 5895-6.]

#### **33.** Certificate of registration

- (1) WorkCover WA must issue a person with a certificate of registration
  - (a) on the registration of the person; and
  - (b) on the renewal of the person's registration.
- (2) The period for which the registration of the person has effect must be entered on the certificate.

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(3) In the absence of evidence to the contrary a certificate of registration is evidence that the person to whom the certificate is issued is registered for the period specified in the certificate.

[Regulation 33 inserted in Gazette 28 Oct 2005 p. 4897.]

#### **34.** False or misleading information

A person must not in relation to an application for registration or renewal of registration give information orally or in writing that the person knows to be —

- (a) false or misleading in a material particular; or
- (b) likely to deceive in a material way.

Penalty: a fine of \$1 000.

[Regulation 34 inserted in Gazette 28 Oct 2005 p. 4897.]

#### **Division 3**— The register

[Heading inserted in Gazette 28 Oct 2005 p. 4898.]

## 35. Register

- (1) WorkCover WA must keep a register in a manner and form determined by it.
- (2) WorkCover WA is to record in the register
  - (a) the name and address of each registered agent;
  - (b) the name and address of the employer, if any, of the registered agent;
  - (c) the date of the initial registration and each date of renewal of registration of each registered agent; and
  - (d) such other particulars as WorkCover WA may determine.
- (3) WorkCover WA must allow any person
  - (a) to inspect the register; and
  - (b) to take copies of, or extracts from, any part of it.

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- (4) A person may, on application to WorkCover WA, obtain a certified copy of a part of, or entry in, the register.
- (5) WorkCover WA must make the amendments, additions and corrections to the register that are necessary to make the register an accurate record of the particulars in relation to all registered agents.

[*Regulation 35 inserted in Gazette 28 Oct 2005 p. 4898; amended in Gazette 9 Dec 2005 p. 5896.*]

## **36.** Removal from register

- (1) WorkCover WA may, on the written request of a registered agent and the return of the relevant certificate of registration, remove the name of the registered agent from the register.
- (2) WorkCover WA may remove the name of a registered agent from the register if the employer who nominated the registered agent under regulation 28(2) notifies WorkCover WA in writing that the employer has withdrawn the nomination.

[Regulation 36 inserted in Gazette 28 Oct 2005 p. 4898-9.]

# **Division 4** — **Disciplinary powers**

[Heading inserted in Gazette 28 Oct 2005 p. 4899.]

#### **37.** Restriction on exercise of powers

WorkCover WA cannot take disciplinary action under regulation 38 or 39 unless it has given the registered agent and the employer, if any, who nominated the registered agent under regulation 28(2) an opportunity to show cause why the action should not be taken.

[Regulation 37 inserted in Gazette 28 Oct 2005 p. 4899; amended in Gazette 9 Dec 2005 p. 5896.]

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### **38.** Cancellation of registration

WorkCover WA may cancel the registration of a registered agent if WorkCover WA is satisfied that the registered agent has ceased to be an employee or officer of the employer who nominated the registered agent under regulation 28(2).

[Regulation 38 inserted in Gazette 28 Oct 2005 p. 4899.]

#### **39.** Taking disciplinary action

- (1) Proper causes for disciplinary action in respect of a registered agent are that the registered agent
  - (a) improperly obtained registration;
  - (b) has contravened a condition of that person's registration; or
  - (c) has done or omitted to do something, or engaged in conduct, that renders the person unfit to be registered.
- (2) WorkCover WA may, on receiving a written complaint about a registered agent, carry out any investigation necessary to decide whether there is proper cause for disciplinary action in respect of a registered agent.
- (3) If WorkCover WA is satisfied that proper cause exists for disciplinary action, WorkCover WA may
  - (a) reprimand or caution the registered agent;
  - (b) attach a condition to the registration;
  - (c) suspend the registration for a period not exceeding 12 months; or
  - (d) cancel the registration.

[Regulation 39 inserted in Gazette 28 Oct 2005 p. 4899-900.]

#### 40. Return of certificate of registration

(1) If WorkCover WA suspends or cancels a person's registration it must give directions in writing to the person as to the return to it of the certificate of registration.

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(2) A person given a direction under subregulation (1) must comply with the direction.

Penalty: a fine of \$1 000.

[Regulation 40 inserted in Gazette 28 Oct 2005 p. 4900.]

# Division 5 — Review

[Heading inserted in Gazette 28 Oct 2005 p. 4900.]

## 41. Review

A person aggrieved by a decision of WorkCover WA to ----

- (a) refuse an application for registration or for renewal of registration; or
- (b) suspend or cancel the person's registration,

may apply to the State Administrative Tribunal for a review of that decision.

[Regulation 41 inserted in Gazette 28 Oct 2005 p. 4900.]

## **Division 6**—Miscellaneous

[Heading inserted in Gazette 28 Oct 2005 p. 4901.]

#### 42. Evidentiary matters

In all courts and before all persons and bodies authorised to receive evidence, in the absence of evidence to the contrary —

- (a) a certificate purporting to be issued by WorkCover WA and stating
  - (i) that a person was or was not registered;
  - (ii) that a person's registration was suspended or cancelled,

on any day or days or during a period mentioned in the certificate is evidence of the matters so stated; and

(b) a copy of, or extract from the register or any statement that purports to reproduce matters entered in the register

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and that is certified by WorkCover WA as a true copy, extract or statement, is evidence of the facts appearing in that copy, extract or statement.

[Regulation 42 inserted in Gazette 28 Oct 2005 p. 4901.]

## **43.** Transitional provision

- (1) If a person, other than a legal practitioner, was, immediately before the commencement day, the representative of a party to a pending proceeding, that person may continue to act as the representative of the party in that proceeding during the transition period, and for that purpose the person is to be taken to be a registered agent.
- (2) In the case of a person other than a person referred to in subregulation (2a), the transition period is from the commencement day until
  - (a) in the case of a person who does not make an application within 30 days after the commencement day for registration, the 30<sup>th</sup> day after the commencement day; and
  - (b) in the case of a person who makes an application within 30 days after the commencement day for registration
    - (i) that person is registered under this Part; or
    - (ii) the application is refused and the review period is completed,

whichever happens first.

- (2a) In the case of a person who is an employee or officer of an organisation referred to in regulation 27(b) or (c), or a person in a class of persons prescribed under regulation 27A, the transition period is from commencement day until
  - (a) in the case of a person who does not make an application within 60 days after the commencement day for registration, the 60<sup>th</sup> day after the commencement day; and

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60 d (i) (ii) which the purp mpleted w a) the t with b) an a (i) (ii) this regul ommence the Wo operation	<ul> <li>the application is refused and the review period is completed,</li> <li>chever happens first.</li> <li>coses of subregulation (2)(b) a review period is when —</li> <li>time for applying for a review of the decision expires nout an application for review being made; or</li> <li>pplication for review of the decision is made but —</li> <li>results in the refusal being confirmed; or</li> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
(ii) which the purp mpleted w a) the t with b) an a (i) (ii) this regul commence the Wo operation	<ul> <li>the application is refused and the review period is completed,</li> <li>chever happens first.</li> <li>coses of subregulation (2)(b) a review period is when —</li> <li>time for applying for a review of the decision expires nout an application for review being made; or</li> <li>pplication for review of the decision is made but —</li> <li>results in the refusal being confirmed; or</li> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
which r the purp npleted v a) the t with b) an a (i) (ii) this regul ommence the Wo operation	<ul> <li>is completed,</li> <li>chever happens first.</li> <li>poses of subregulation (2)(b) a review period is when —</li> <li>time for applying for a review of the decision expires nout an application for review being made; or</li> <li>pplication for review of the decision is made but —</li> <li>results in the refusal being confirmed; or</li> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
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npleted v a) the t with b) an a (i) (ii) this regul ommence the Wo operation	<ul> <li>when —</li> <li>time for applying for a review of the decision expires nout an application for review being made; or</li> <li>pplication for review of the decision is made but —</li> <li>results in the refusal being confirmed; or</li> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
with b) an a (i) (ii) this regul <b>ommence</b> the <i>Wo</i> operation	<ul> <li>nout an application for review being made; or</li> <li>pplication for review of the decision is made but —</li> <li>results in the refusal being confirmed; or</li> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
(i) (ii) this regul <b>ommence</b> the <i>Wo</i> operation	<ul> <li>results in the refusal being confirmed; or</li> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
(ii) this regul <b>ommence</b> the <i>Wol</i> operation	<ul> <li>is withdrawn, discontinued or dismissed for want of prosecution.</li> <li>lation —</li> <li>ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;</li> </ul>
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the Wol	ement day" means the day on which section 130 of <i>rkers' Compensation Reform Act 2004</i> comes into on;
the Work operation	<i>rkers' Compensation Reform Act 2004</i> comes into on;
isnute re	
Worker	<b>solution body</b> " has the same meaning as in the <i>rs' Compensation and Injury Management Act 1981</i> bree immediately before the commencement day;
ending p	roceeding" means —
d	ny matter the conciliation, review or other etermination of which has been sought but not ommenced before a dispute resolution body; or
0	ny matter that has been partly or fully heard or therwise dealt with before, but not determined by, a lispute resolution body.
egulation	n 43 inserted in Gazette 28 Oct 2005 p. 4901-3;
•	Gazette 9 Dec 2005 p. 5896.]
	d gulation

# Part 5 — Injury management

[Heading inserted in Gazette 28 Oct 2005 p. 4903.]

## 44. Vocational rehabilitation services

The services listed in column 2 of the Table to this regulation and described in column 3 are services the provision of which, if they are for the purpose of enabling the worker to return to work, may be "vocational rehabilitation" as defined in section 5(1) of the Act.

	Та	ble
column 1	column 2	column 3
item	service	description
1	support counselling	activities to assist the worker to adjust to the injury and to the worker's return to work; family counselling related to vocational rehabilitation; progress counselling related to the progress of, and problems with, the worker's return to work
2	vocational counselling	activities focussed on problems the worker has in selecting and preparin for vocational change
3	purchase of aids and appliances	advising and assisting the worker with the purchase of aids and appliances
4	case management	activities associated with the management of the worker's return to work, which may include liaising and negotiating with the parties, developing, coordinating and otherwise managing, and reviewing, the service delivery plan, and arranging for interpreter services

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Workers' Compensation and Injury Management Regulations 1982

Part 5 Injury management **Division 6** Miscellaneous

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column 1	column 2	column 3
item	service	description
5	retraining criteria assistance	assisting a worker to explore eligibility to participate in a specialised retraining program and to prepare information to show that the retraining criteria are satisfied
6	specialised retraining program assistance	services to assist a worker undertake a specialised retraining program
7	training and education	assisting to develop the worker's skills and knowledge, which may include providing training courses or other aspects of injury management
8	workplace activities	activities involving analysis of work behaviour and analysis and design of job duties
9	placement activities	activities focussed on obtaining a new job for the worker, which may include assistance with the preparation of a resume and preparation for an interview and research and other assistance in finding jobs
10	assessments:	
(a)	functional capacity	activities associated with assessing the worker's functional capacity, which may include preparing a report
(b)	vocational	activities associated with assessing the worker's vocational and retraining options, which may include preparing a report
(c)	ergonomic	activities associated with assessing how a particular work environment would affect the worker, which may include preparing a report

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column 1 item	column 2 service	column 3 description
(d)	job demands	activities associated with identifying and assessing the physical and cognitive demands of a job, which includes preparing a report
(e)	workplace	activities associated with assessing the suitability of various workplace alternatives and other job options, which may include preparing a report
(f)	aids and appliances	activities associated with developing recommendations for aids and appliances to assist the worker, which may include preparing a report
11	travel	travel that is associated with providing vocational rehabilitation
12	medical	discussion with specialists and other medical practitioners about vocational rehabilitation, which may include preparing a report
13	general reports	status reports relating to vocational rehabilitation

[Regulation 44 inserted in Gazette 28 Oct 2005 p. 4903-5.]

# 45. Insurer to advise of injury management obligations

- Subregulation (2) specifies the action that section 155D(1) of the Act requires an insurer to take to make an employer aware of the employer's obligations under section 155B and section 155C(1) and (3) of the Act.
- (2) Whenever the insurer issues to an employer, or renews, a policy of insurance against the employer's liability to pay compensation under the Act, the insurer has to give the employer a written notice informing the employer of the things described in subregulation (3).
- (3) The notice has to inform the employer that —

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- (a) section 155A(1) of the Act authorises WorkCover WA to issue a code of practice (injury management) and WorkCover WA will, on request, provide a copy of a code it issues;
- (b) section 155B of the Act requires the employer to establish and implement an injury management system in accordance with the code; and
- (c) section 155C of the Act requires the employer to establish and implement a return to work program for a worker in accordance with the code in circumstances described in that section.

[Regulation 45 inserted in Gazette 28 Oct 2005 p. 4905-6.]

#### 46. Particulars for notice under section 157A(1) of Act

The prescribed particulars for a notice under section 157A(1) of the Act are —

- (a) the full name of the worker concerned;
- (b) the number given by the insurer or self-insurer to the claim by the worker for compensation; and
- (c) whether the notice is required because of knowledge described in section 157A(1)(a) of the Act or knowledge described in section 157A(1)(b) of the Act.

[Regulation 46 inserted in Gazette 28 Oct 2005 p. 4906.]

# Part 6 — Specialised retraining programs

[Heading inserted in Gazette 28 Oct 2005 p. 4907.]

# 47. Recording agreement

- (1) If
  - (a) the worker and the employer agree that the worker's degree of permanent whole of person impairment is at least 10% but less than 15%; and
  - (b) the worker, in writing, requests the Director to record the agreement,

the Director is required to record the agreement in a register kept for the purpose.

- (2) If
  - (a) the worker and the employer agree that the worker satisfies all of the retraining criteria; and
  - (b) the worker, in writing, requests the Director to record the agreement,

the Director is required to record the agreement in a register kept for the purpose.

- (3) A request under subregulation (1)(b) or (2)(b) for the Director to record an agreement has to include
  - (a) the worker's name and any other details necessary to identify the worker;
  - (b) details sufficient to enable the worker to be contacted;
  - (c) the worker's date of birth;
  - (d) the date on which the injury occurred and a description of the injury;
  - (e) if a claim for compensation under the Act for the injury has been made, the date on which the worker's claim was made and sufficient other details to identify the

claim (including any claim number that may have been given to the claim);

- (f) the employer's name and any other details necessary to identify the employer;
- (g) details sufficient to enable the employer to be contacted; and
- (h) the name of the insurer, if any.

(4) The Director's record in the register is to be in the form of —

- (a) if subregulation (1) requires the record, Form 37 in Appendix I;
- (b) if subregulation (2) requires the record, Form 38 in Appendix I,

and the Director is required to give a copy of the record to each of the worker and the employer.

[Regulation 47 inserted in Gazette 28 Oct 2005 p. 4907-8.]

#### 48. Extending final day

- (1) A worker may apply for the Director to extend the final day under section 158B of the Act.
- (2) The application is made by
  - (a) lodging with the Director a completed application form in the form of Form 39 in Appendix I; and
  - (b) providing to the Director, with the application form, particulars about
    - (i) the action taken by the worker to obtain from the employer by the final day any agreement that the worker was unable to obtain as to
      - (I) the worker's degree of permanent whole of person impairment; or
      - (II) whether the worker satisfies all of the retraining criteria;

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- (ii) the worker's having, at least 8 weeks before the final day, requested an approved medical specialist to assess the worker's degree of permanent whole of person impairment; and
- (iii) the action taken by the worker towards applying under section 158C or 158D of the Act to have a matter in dispute determined by an arbitrator.
- (3) The Director may, within the limits imposed by the Act, extend the final day until a day that the Director considers will give the worker a reasonable opportunity to take the action referred to in section 158B(1) of the Act.

[Regulation 48 inserted in Gazette 28 Oct 2005 p. 4908-9.]

#### 49. Request for WorkCover to direct payment

- A person seeking that, under section 158F of the Act, WorkCover WA direct an employer or an insurer to make a payment may, in accordance with this regulation, request WorkCover WA to give the direction.
- (2) The request has to be made to WorkCover WA in writing, giving
  - (a) the date on which the request is made;
  - (b) the worker's name and any other details necessary to identify the worker;
  - (c) details sufficient to enable the worker to be contacted;
  - (d) reasons justifying the giving of the direction; and
  - (e) the date, if any, by which the payment needs to be made.
- (3) If the payment is to satisfy a debt incurred or to recoup the cost of any payment that has been made, the request has to be accompanied by copies of relevant invoices or other sufficient evidence of the debt or cost, showing details of each item charged and the rate at which it was charged, if applicable.

[Regulation 49 inserted in Gazette 28 Oct 2005 p. 4909-10.]

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# **Part 7** — Infringement notices and modified penalties

[Heading inserted in Gazette 28 Oct 2005 p. 4910.]

## 50. Prescribed offences

The offences described in Appendix V are the offences for which an infringement notice may be given under section 175G(1) of the Act.

[Regulation 50 inserted in Gazette 28 Oct 2005 p. 4910.]

# 51. Prescribed modified penalties

A penalty specified in Appendix V is the modified penalty for the corresponding offence in Appendix V for the purposes of section 175H(2)(b) of the Act.

[Regulation 51 inserted in Gazette 28 Oct 2005 p. 4910.]

# 52. Prescribed form of infringement notice

The form of an infringement notice is set out in Appendix I Form 40 for the purposes of section 175H(1) of the Act.

[Regulation 52 inserted in Gazette 28 Oct 2005 p. 4910.]

# 53. Prescribed form of withdrawal of notice

The form of a notice to withdraw an infringement notice is set out in Appendix I Form 41 for the purposes of section 175J(1) of the Act.

[Regulation 53 inserted in Gazette 28 Oct 2005 p. 4911.]

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# Appendix I

Form 1

[r. 4(1)]

Workers' Compensation and Injury Management Act 1981

## ELECTION FOR SCHEDULE 2 INJURIES UNDER PART III DIVISION 2

(Section 24B)

т	(
1,	(name in full block letters)
of	· · · · · · · · · · · · · · · · · · ·
	(address)
	compensable personal injury by accident in the employment of
	(name of employer)
on the	day of 20
The injur	y/injuries suffered by me was/were:
	e nature of injury and percentage loss of use or loss of efficient use of a or faculty of the body)
	hat injury was suffered I had previously suffered compensable personal injury by o that part or faculty of the body resulting in % loss of use of that part .
and Injur	receive compensation under Part III Division 2 of the <i>Workers' Compensation</i> y <i>Management Act 1981</i> which I anticipate should be the sum of
represen	ing % loss of item being (state the part or faculty of the body affected)
of the Ac	g this election and upon an agreement being registered under Division 7 of Part 3 t or an award being made by a dispute resolution authority, I acknowledge that stration or the making of the award:
(1)	I shall have no further entitlement to compensation under the Act for weekly payments arising out of that injury;
(2)	I shall have no further entitlement in respect of that injury subsequent to the date of this election, to payment of expenses under the <i>Workers' Compensation and Injury Management Act 1981</i> Schedule 1 clauses 9, 17, 18, 18A and 19 (that is, in general terms, medical or surgical, dental, physiotherapy or chiropractic advice or treatment, first aid and ambulance expenses, medical requisites, charges for attendance and treatment by way of injury management,

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#### Workers' Compensation and Injury Management Regulations 1982 Appendix I

charges for hospital treatment and maintenance, cost of artificial aids and travelling expenses);

(3) I shall have no entitlement to further moneys upon any increase to the prescribed amount for this percentage loss of the part or faculty of the body the subject of this election.

Dated the day of 20.

(Signature)

in the presence of:

(Signature and full names and address of witness)

\*Delete if not applicable.

[Form 1 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4912-13.]

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## Form 1A

[r. 4(2)]

#### Workers' Compensation and Injury Management Act 1981 ELECTION FOR SCHEDULE 2 INJURIES UNDER PART III DIVISION 2A

(Section	31H)

	Mr/Mrs/Miss/Ms		
Other Name			
Address			
		•••••••••••••••••••••••••••••••••••••••	
Phone No.(I	H)(W)	(Mb)	
Occupation			
(e.g. boiler 1	maker, underground miner)		
Main tasks of	or duties performed		
(e.g. weldin	g, drilling)		
Employer at	t date of injury		
	employer		

#### WORKER'S DECLARATION

Date of injury/injuries Type of injury/injuries
Degree of permanent impairment
* Before that impairment was suffered I had previously suffered a permanent impairment from a compensable personal injury by accident to that part or faculty of the body resulting in degree of permanent impairment of that part or faculty.
I elect to receive compensation under the <i>Workers' Compensation and Injury</i> <i>Management Act 1981</i> Part III Division 2A which I anticipate should be the sum of \$% of item

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(state the part or faculty of the body affected)

In making this election and upon an agreement being registered under Part III Division 7 of the Act or an award being made by a dispute resolution authority, I acknowledge that after registration or the making of the award:

- I shall have no further entitlement to compensation under the Act for (1)weekly payments arising out of that injury.
- (2) I shall have no further entitlement in respect of that injury subsequent to the date of this election, to payment of expenses under the Workers' Compensation and Injury Management Act 1981 Schedule 1 clauses 9, 17, 18, 18A and 19 (that is, in general terms, medical or surgical, dental, physiotherapy or chiropractic advice or treatment, first aid and ambulance expenses, medical requisites, charges for attendance and treatment by way of injury management, charges for hospital treatment and maintenance, cost of artificial aids and travelling expenses).
- I shall have no entitlement to further moneys upon any increase to the (3) prescribed amount for this degree of permanent impairment the subject of this election.

.....

(Signature of worker)

in the presence of:

..... ..... ..... (Signature and full names and address of witness)

\*Delete if not applicable.

[Form 1A inserted in Gazette 28 Oct 2005 p. 4913-14.]

#### Form 2

[r. 5]

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Workers' Compensation and Injury Management Act 1981

#### MEDICAL PANEL

(Sections 36 and 38)

Particulars of Claimant

urname	••
Christian Names	
Address	
Date of Birth	

#### DETERMINATION

1. Is, or was, the worker suffering from pneumoconiosis, mesothelioma or lung cancer?

- 2. If so, is, or was, the worker thereby less able to earn full wages?
- 3. To what extent if any does, or did
  - (i) pneumoconiosis;
  - (ii) mesothelioma;
  - (iii) lung cancer,

adversely affect the worker's ability to undertake physical effort?

4. What other, if any, disease or physical condition is, or was, contributing to the worker's being less able to earn full wages, or death and to what extent?

5. Is, or was, the worker fit for work? If so, at what level — light, moderate, or heavy? Signed:

	(Chairman)
	(Member)
	(Member)
Date	
Attendance of Medical Practitioner.	
I hereby certify that	
of	,
a Medical Practitioner, attended the examination of the a	bove claimant.
	(Chairman)

[Form 2 amended in Gazette 21 Jan 2005 p. 276.]

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[Form 2A deleted]

#### Form 2B

[r. 6AA]

Workers' Compensation and Injury Management Act 1981 (section 178(1)(b))

# WORKERS' COMPENSATION CLAIM FORM

**Employer Details** 

(To be completed by employer after receipt from the worker)

Name of policy holder:	
Address:	
•••••	
Suburb/town:	
	Postcode:
Trading name of employe	er:
(e.g. Browns Pharmacy;	
E.J. Imports)	
Address of worker's usua	J
workplace or base:	
	Postcode:
Major activity of workpla	ксе:
(e.g. sheep or grain farmi	ng;
aluminium window scree	n
manufacturing)	
0,	
Office Use only	ANZSIC CODE -
Insurance Co	Policy No.
	Insurer/Self Insurer to complete

EMPLOYER: Forward to your insurer within 3 full working days of receipt from the Worker

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#### Injured worker details

Surname: Mr/Mrs/Miss/Ms		•••••	
Other names:			
Address:			
	Postcode	e:	
Phone No.:			
Date of birth://	Age:	Sex	Male/Female
If you have difficulty pr	v understanding Eng referred language?	lish, what	s your
	•••••	•••••	
Occupation (e.g. first class welder; account	s clerk)		
Main tasks or duties performed? (e.g. weldi	ng of		
high pressure steam pipes; recording and pa	iving		
accounts)			
,			
At the time of the occurrence were you working as a:			
<ul> <li>— direct employee?</li> <li>— working director?</li> </ul>	$\square 1$ $\square 2$		Full-Time 🗖 F
<ul> <li>— contractor?</li> <li>— employee of contractor?</li> </ul>			Part-Time 🗖 P
— sub-contractor? — other?	□ 5 □ 6		ASCO
			1

#### **Occurrence details**

Day of occurrence:	Date///	Time: am/pm
At what address did the occurrence occur?		

When did	you have to stop working?		Date/ Time: am/	'pm
Were you	<ul> <li>on duty?</li> <li>on duty &amp; in a road traffic accident?</li> <li>on a work break?</li> </ul>	□ 1 □ 2 □ 3	<ul> <li>travelling between home and work?</li> <li>doing something else, if so what?</li> </ul>	□ 4 □ 5

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#### Workers' Compensation and Injury Management Regulations 1982 Appendix I

What actually happened and what caused the occurrence? Include: (i) what action was involved, e.g. fall, caught between, struck by moving object	<u>Mechanism</u>
	Agency
(ii) what object/machine was involved, e.g. petrol fumes, wooden door frame	
	Nature
Describe:	
(i) the most serious injury caused by the occurrence, e.g. fracture, burn, cut, abrasion	Bodily Location
(ii) bodily location of the injury, e.g. upper arm, ankle, eye	

#### **Occurrence report**

Where did the occurrence occur? (e.g. store room, machinery shop)				
		••••••		•••••
What were you doing at the time of the occurrence?				
What were the normal working hours for that day?	Starting time	am/pm	Finishing time	am/pm
When did you first report the occurrence?	Date:	.//	Time:/	/
To whom did you report the occurrence?	Na	ame / Title		
If the occurrence was not reported immediately, state the reason:				
Name and address of witness(es) to the occurrence:				

#### Medical attention/history - this event

1. When did you first seek medical attention?	Date:/
2. If not immediately, state reason:	
3. Was the part of the body affected or injured by this occurrence healthy before the occurrence? If not, give details:	

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#### Medical attention/history – similar or related previous events

4. Is the present injury totally attributable to this occurrence? If not, give details:	
5. Give details of any similar injury prior to this occurrence:	
<ol> <li>Name &amp; address of usual medical practitioner, and any person who has treated you for a similar injury:</li> </ol>	

#### Other or previous claims

- 2. Give details of similar or related previous workers' compensation claims

Name & address of employer	Name of insurer (if known)	Nature of injury, disease or other claim

#### **Injured worker's declaration**

I solemnly and sincerely declare that each and every answer above and the particulars contained herein or annexed hereto relating to myself and the occurrence are true both in substance and in fact to the best of my knowledge and belief. I take notice that, under the provisions of section 59(2) of the *Workers' Compensation and Injury Management Act 1981*, I am required to notify my employer in writing within 7 days if I commence work with another employer after making a claim, or while receiving weekly payments of workers' compensation.

Dated this ...... day of ...... Year .....

Signature of worker ...... Signature of witness .....

<u>Consent authority</u> (to be signed at the option of the worker)

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#### Workers' Compensation and Injury Management Regulations 1982 Appendix I

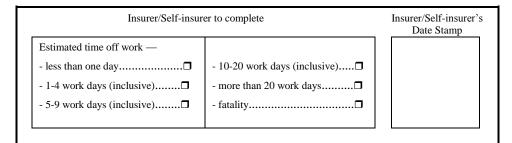
I authorise any doctor who treats me (whether named in this certificate or not) to discuss my medical condition, in relation to my claim for workers' compensation and return to work options, with my employer and with their insurer.

Dated this ...... day of ...... Year .....

Signature of worker ...... Signature of witness ......

# **IMPORTANT:**

FAILURE TO PROVIDE YOUR SIGNATURE ON EITHER THE DECLARATION OR THE AUTHORITY ABOVE MAY DELAY A DECISION BY YOUR EMPLOYER ON YOUR CLAIM.



Front

# **Employer please complete**

If the First Medical Certificate indicates the injured worker will be absent from the workplace for more than 3 working days and/or is unable to return to normal duties please complete the section overleaf and fax to the medical practitioner who provided the worker's First Medical Certificate within 2 working days.

Employer, please provide the information overleaf to the injured worker.

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# Workers' Compensation and Injury Management Regulations 1982 Appendix I

Reverse				
ATTENTION Dr		_ Fax No		
DETAILS	TO BE PROVIDED TO MEI	DICAL PRACTITIO	NER	
	Please complete all sections	of this form		
WORKER'S DETAILS	7			
Name in full:				
Address:				
Telephone:				
Occupation:				
				••••••
INSURER'S DETAILS	]			
Name of insurer:	_			
Contact person:				
I I I I I I I I I I I I I I I I I I I		I I I I I I I I I I I I I I I I I I I		
EMPLOYER'S DETAILS	]			
Trading name:	→			
Address of worker's usual work	place:			
	•••••••••••••••••••••••••••••••••••••••			
ALTERNATIVE DUTIES FO	R WORKER			
Name of contact for liaison with	medical practitioner:			
Role within organization:				
Telephone:		Fax:		
	l contact is willing to discuss a n-to-work options with the me		/ or approp	riate
This organization can provide a	ternative duties which are attach	ied.	□ Yes	🗖 No
Signature			. Date/	/
× ===========		=======================================	:=====	
INFORMAT	TON TO BE PROVIDED TO	THE INJURED WO	RKER	

EMPLOYER please ensure this section is given to the injured worker.

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#### Workers' Compensation Information for Injured Worker

- WorkCover WA is the government authority that administers the workers' compensation system in Western Australia. WorkCover WA is available as an independent third party to help answer your questions about how the workers' compensation system works. Contact WorkCover WA's Infoline if you need any information about the system.
- You should be notified by your employer's insurance company if your claim is accepted or not within three weeks of submitting your claim to your employer.
- You have the right to choose your doctor and vocational rehabilitation provider.
- Provide your employer with all medical certificates from your doctor as quickly as possible.
- Under section 59(2) of the *Workers' Compensation and Injury Management Act 1981* you must notify your employer in writing within 7 days if you commence work with another employer after making a claim, or while receiving weekly payments of workers' compensation.
- Regular contact between you, your doctor and employer is important and will assist the overall management of your claim. Make sure your doctor gives you a WorkCover WA brochure. This outlines what you should know about the system.
- An injury management system is in place and it is important you understand your rights and responsibilities in relation to your return to work. Contact WorkCover WA's Infoline to find out more.
- WorkCover WA runs free information seminars aimed at helping you understand the workers' compensation system. Contact WorkCover WA to arrange your attendance.

For workers' compensation information or assistance contact WorkCover WA's Infoline: 08 9388 5555 Country callers: 1 800 670 055

[Form 2B amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4915.]

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#### Form 2C

[regs 4(1), 6AA]

Workers' Compensation and Injury Management Act 1981

(sections 24B, 178(1)(b))

#### WORKER'S CLAIM AND ELECTION FOR LUMP SUM COMPENSATION FOR NOISE INDUCED HEARING LOSS

#### WORKER'S DETAILS — (Worker to complete)

Surname Mr/Mrs/Miss/M	 Date of Birth	A	Age		Sex M/F
Other Names				L	141/1
Address	 If you have diffic English what is y language?	-			ling
Postcode	 				
Phone No. (H) (W)	 <b>TYPE 32</b>				
Occupation	AGENCY 991 ICD 250 LOCN 130				
Main tasks or duties performed	 ASCO	e use c	2		

#### ELECTION FOR SCHEDULE 2 INJURY — item 6

NIHL FILE No (Office Use Only)	
Date of compensable test/	
Compensable noise induced hearing loss% (of item 6) Entitlement	\$
Employer at time of test	
Address Post Code	
Previous settlement date/ PLH	

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#### WORKER'S DECLARATION

I elect to accept under Part III Division 2 of the Workers' Compensation and Injury Management Act 1981 the sum of \$ ....... representing ......% of loss of Schedule 2 item 6 of the Act, being loss of hearing. In making this election I declare that I have not received nor am I eligible to receive compensation in respect of the noise induced hearing loss under any law of the Commonwealth, another State or Territory of the Commonwealth, or country other than Australia. In making this election and upon an agreement being registered by the Director, Dispute Resolution Directorate, I acknowledge that after registration or making an award: 1. I shall have no further entitlement to compensation under the Act for the percentage loss of hearing which is the subject of this election; 2. I shall have no entitlement to further monies upon any increase to the prescribed amount for the percentage loss of hearing which is the subject of this election. DATED the ...... day of ...... 20...... ..... (Signature of worker) in the presence of : ..... (Signature and full name and address of witness)

WorkCover No. .....

Local Gov.

#### EMPLOYER DETAILS — (Employer to complete)

Trading name of employer (e.g. Browns Welding; E.J. Drilling Service)

Insurance Co.

Address of worker's usual workplace or base

Policy No.

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insurer to complete
Code
Insurer/self insurer's date stamp
office use only
ANZSIC
•

# WORKER'S EMPLOYMENT HISTORY FROM MARCH 1, 1991

#### To be completed by WorkCover WA:

Name of wor	ker		File #
Name of insurer	Period o	f insurance	Policy No
Name of insurer	Period o	f insurance	Policy No
Name of insurer	Period o	f insurance	Policy No
Name of insurer	Period o	f insurance	Policy No
Employer at March	1, 1991:		
		(Name)	
Address			
			(Postcode)
Telephone N	umber ()		
Type of work engag	ed in	Pre	scribed 🛛 Yes 🖾 No
Baseline Test (if worker has had a Full Aud and PLH of the full audiolo	Date// liological Baseline Test use the dat gical test)		NO BASELINE TEST please circle if applicable
Subsequent Test	Date///	PLH 🗆 🗆 . 🗆 🗖	
Subsequent Test	Date///	PLH 🗆 🗆 . 🗆 🗖	
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖	
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖	
Subsequent Test	Date///	PLH 🗆 🗆 . 🗆 🗖	
Subsequent Test	Date///	PLH 🗆 🗆 . 🗆 🗖	

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## Workers' Compensation and Injury Management Regulations 1982 Appendix I

Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖
Subsequent Full Audio Test	Date//	PLH 🗆 🗆 . 🗖 🗖
Otorhinolarynigological assessment	Date//	NIHLPLH 🗆 🗆 . 🗆 🗖
Number of years with this	s employer since the baseline te	st/March 1, 1991 🗖 🗖
		Termination Date///
Subsequent test at termination	Date//	PLH 🗆 🗆 . 🗆 🗆
NIHL Claims Officer check:	Date//	Signature
NIHL Manager check:	Date//	Signature
		01 I 000E 076 00 0 000E

[Form 2C amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4915-16.]

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#### Form 2CA

[regs 4(2), 6AA]

Workers' Compensation and Injury Management Act 1981 (Sections 31H, 178(1)(b))

#### WORKER'S CLAIM AND ELECTION FOR LUMP SUM COMPENSATION FOR NOISE INDUCED HEARING LOSS

WORKER'S DETAILS — (Worker to	complete)		
SurnameMr/Mrs/Miss/Ms	Date of Birth	Age	Sex
	/ /		M/F
Other Names			
Address	If you have diff English what is language?	•	-
Postcode	<b></b>		
Phone No. (H)	<b>TYPE 32</b>		
(W)	AGENCY 991		
Occupation	ICD 250		
(e.g. boiler maker, underground miner)	LOCN 130		
Main tasks or duties performed	office	e use only	 ,
(e.g. welding, drilling)	ASCO		

#### ELECTION FOR SCHEDULE 2 INJURY — item 44

NIHL FILE No (Office Use Only)
Date of compensable test/
Compensable noise induced hearing loss% (of item 44) Entitlement \$
Employer at time of test
Address Post Code
Previous settlement date/PLH

#### WORKER'S DECLARATION

I elect to accept under the Workers' Compensation and Injury Management Act 1981 Part III Division 2A the sum of \$ ...... representing ......% of loss of Schedule 2 item 44, being loss of hearing. In making this election I declare that I have not received nor am I eligible to receive compensation in respect of the noise induced hearing loss under any law of the Commonwealth, another State or

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Territory of the Commonwealth, or country other than Australia. In making this election and upon an agreement being registered by the Director, I acknowledge that after registration or making an award: I shall have no further entitlement to compensation under the Act for the 1. percentage loss of hearing which is the subject of this election; I shall have no entitlement to further monies upon any increase to the 2. prescribed amount for the percentage loss of hearing which is the subject of this election. DATED the ..... day of ..... 20..... (Signature of worker) in the presence of : ..... (Signature and full name and address of witness)

## **EMPLOYER DETAILS** — (Employer to

#### complete)

Trading name of employer (e.g. Browns Welding;

E.J. Drilling Service)

Address of worker's usual workplace or base

Name of Policy Holder

Address

Suburb/Town Post Code WorkCover No. .....

Local Gov.

Insurance Co.

Claim No: Insurer/self insurer to complete

Policy No.

Insurer/self-insurer's date stamp

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Major activity or workplace

(e.g. metal fabrication, gold mining, engineering)

office use only **ANZSIC** 

## WORKER'S EMPLOYMENT HISTORY FROM 1 MARCH 1991

To be completed by WorkC	Cover WA:			
Name of worker		File No.		
Name of insurer	Period of insur	Period of insurance Policy No		
Name of insurer	Period of insur	ance Policy No.		
Name of insurer	Period of insur	rance Policy No.		
Name of insurer	Period of insur	Period of insurance Policy No		
Employer at 1 March 1991				
	(Name)			
Address				
		(Postcode)		
Telephone Number ()				
Type of work engaged in		Prescribed      Yes   No		
Baseline Test Date/	/	PLH 🗆 🗆 . 🗖 🗆 / NO BASELIN TEST	E	
(if worker has had a Full Aud use the date and PLH of the fi		(please circle if applicable)		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗆		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗖		
Subsequent Test	Date//	PLH 🗆 🗆 . 🗆 🗆		
Subsequent Full Audio Test	Date//	PLH 🗆 🗆 . 🗆 🗖		
Otorhinolaryngological assessment	Date///	NIHLPLH 🗆 🗆 . 🗖 🗖		
Number of years with this em	ployer since the base	eline test/1 March 1991 🗖 🗖		
Termination Date//				
Subsequent test at termination	n	Date/ PLH 🗆 🗆 . 🗖		

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NIHL Claims Officer check Date...../..... Signature ......

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 NIHL Manager check
 Date...../......
 Signature ......

 [Form 2CA inserted in Gazette 28 Oct 2005 p. 4916-19.]

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#### Form 2D

[r. 6AA]

Workers' Compensation and Injury Management Act 1981

# WORKERS' COMPENSATION CLAIM FORM FOR DEPENDANTS OF DECEASED WORKERS

If insufficient space attach relevant details. If you can't fill in this form yourself you may ask someone to help you. If the deceased had no dependants this form can be used to claim for statutory allowances only (e.g. funeral expenses). Please complete all questions except for the details requested on dependants (see below).

#### **Applicant's Details**

Full Name of Applicant	Surname	Other Names				
	Occupation	Relationship to deceased worker				
		i.e. Executor, spouse, de facto partner Son, Daughter				
Residential Address						
	Postcode	Telephone No.				
Deceased Worker's Details						
Full Name of deceased worker	Surname	Other Names				
Sex	Male Female	Date of Birth / /				
Worker's Occupation						
Period of Employment						
Residential Address immediately prior to death						
<b>Employer's Details</b>						
Full Name of Employer,						
including trading name						

Address of worker's usual workplace or base

Postcode

Telephone No.

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Major activity of workplace	
(e.g. footwear manufacturing, sheep farming)	

## **Deceased Worker's Dependant/s Details**

Do not complete the following question if you are claiming for statutory allowances only. Give full details of deceased worker's dependants as at the date of death:

Name of	Date of	Residential	Occupation	Relationship to	Depend	lency
Dependant	Birth	Address		deceased worker	Wholly	Part
					✓ Ticl	x Box

<b>Details of Fatality</b>	
Was the death the result of a work-related injury and/or disease?	Yes No
What was the cause of	
death?	
What were the main	
tasks/duties of the deceased's employment	
when he/she suffered the	
injury and/or contracted the disease?	
disease.	
In the case of personal	Day of the week Time Date
injury, when did it occur?	/ /
Date of death if different.	Date / /
Where did the injury occur?	
(e.g. Workshop floor, Hay Street, Cloverdale)	

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In the case of a disease, what was the date of death?	Date	/ /	Date of Date diagnosis	/ /
If known, when was the deceased first incapacitated by the disease?	Date	/ /	Don't know	
Prior to this application, have any workers' compensation payments been received or applied for in respect of the deceased (i.e. weekly payments, medical expenses, lump sums).	YES	NO	Have you attached a copy of any official notice of the deceased's YES death?	NO

If yes, please attach as much information as you can

#### **Declaration**

I, the undersigned, do hereby wa practitioner to disclose to the de information regarding the decea	ceased worker's employer	or his/her insurer and Wo	
Signature		Date	/ /
Signature		Date	/ /
INSURER/SELF-INSURER DE	ETAILS		
Insurer/self-insurer to complete 2 Bedbrook Place, Shenton Park	then detach and forward the	e duplicate of this notice	to WorkCover WA,
Name of insurer/self-insurer:		Date stamp of insurer/se	elf-insurer
-			
Policy number:			
Claim number:			
_			
WCN:			
_			
Occurrence Details			
Mechanism:			
Agency:			
Nature:			
Body Locn:			

[Form 2D amended in Gazette 30 Jun 2003 p. 2637; 21 Jan 2005 p. 276.]

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#### Form 3

[r. 6A, 7(1)]

# Workers' Compensation and Injury Management Act 1981 (Sections 57A(1)(b), 57B(1)(b), 61(1) and 231(1)(b))

#### FIRST MEDICAL CERTIFICATE

#### 1. Worker's Details

First name(s):	Surname:	
Address:		
Telephone:	Date of birth:// Occupation:	
I have provided a WorkCover W	A Injury Management brochure to the worker.	
2. Employer Details		
Name & address of worker's emplo	oyer:	

.....

**3.** Consent Authority (to be signed at the option of the worker)

I authorise any doctor who treats me (whether named in this certificate or not) to discuss my medical condition, in relation to my claim for workers' compensation and return to work options, with my employer and with their insurer.

Worker's Signature ...... Date .....

#### IMPORTANT: FAILURE TO PROVIDE YOUR SIGNATURE ON THE AUTHORITY ABOVE MAY DELAY A DECISION BY YOUR EMPLOYER ON YOUR CLAIM.

	Date of injury by accident or approximate date
Workplace location where in	ncident occurred:
*	injury:
1	v it occurred:
injury or medical condition)	(include possible complications, effect of prior :
In my opinion the above dia	gnosis <b>does</b> $\Box$ / <b>does not</b> $\Box$ correlate with the

AFFECTED AREA

injury described to me by the worker. INJURY MANAGEMENT

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# Workers' Compensation and Injury Management Regulations 1982 Appendix I

6. F FIT	<b>Sitness for Work</b> It is my opinion that as from the date of this certificate the worker is:	
	Fit to return to pre injury duties, no further treatment required       Image: First and Final certificate [See reg. 7 and s. 61(1) of the Act]	
	Fit to return to pre-injury duties, but requires further treatment         Fit for restricted return to work from         restricted hours (please specify):         restricted days (please specify):         restricted duties.	
	Work restrictions:       Other restrictions:         Avoid repetitive bending / lifting.       Avoid repetitive use of body part:         Avoid prolonged standing/ walking / sitting.       Keep injured area clean and dry.	
UN	FIT Totally unfit for work for days from to to	
7. N	Medical Management Medication:	
	Approved allied health treatments (specify type and include number of sessions recommended)	
D Oth	Imaging	•
Nex If i	xt appointment (unless "First & Final Certificate") Date	•
8. N	Medical Practitioner / Employer Contact	
	I have made contact with the employer and discussed alternative work options. The worker will be off work for more than 3 working days and/or is unable to return to normal duties. Employer please fax your contact details as I will contact you to discuss return to work options. The worker is able to return to normal duties. Contact with employer not necessary at this stage.	
9. N	Medical Practitioner's Details	
Nar	ne Registration No	
	Jress	
Tele	ephone Signature	
	Time & Date of examination	

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For workers' compensation information or assistance contact WorkCover WA's Infoline: 1300 794 744

[Form 3 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4919-20.]

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# Form 3A [r. 6B] Workers' Compensation and Injury Management Act 1981 (Section 57A(3)(a)) **INSURER'S NOTICE THAT LIABILITY IS ACCEPTED** To: 1. ..... [name and address of worker to whom the claim relates] ..... 2..... [name and address of employer] ..... From: ..... [name and address of insurer] \_\_\_\_\_ \* Claim number:..... Date of injury by accident or approximate date of onset of condition: ..... Nature of incapacity: ..... ..... Date claim made by employer: ..... In respect of the above claim you are notified that liability is accepted in respect of the weekly payments claimed by the worker. Date on which weekly payments are proposed to commence: ..... [Insurer to liaise with employer to ascertain the commencement date] Signed on behalf of the insurer: Date: ..... \* Please provide this claim number to your general practitioner at your next appointment in relation to this claim [Form 3A amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4920.]

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Form	3B
------	----

Workers' Compensation and Injury Management Act 1981

[r. 6C]

# (Section 57A(3)(b)) **INSURER'S NOTICE THAT LIABILITY IS DISPUTED** 1..... [name and address of worker to whom the claim relates] 2. ..... [name and address of employer] ..... From: ..... [name and address of insurer] ..... Claim number: ..... Date of injury by accident or approximate date of onset of condition: Nature of incapacity: ..... Date claim made by employer: In respect of the above claim you are notified that liability is disputed in respect of: all the weekly payments claimed by the worker. the following weekly payments claimed by the worker. [provide details] The reasons why liability is disputed are as follows: ..... ..... ..... .....

If a reason is that the applicant is not a worker, state the grounds upon which this assertion is made:

If a reason is that the applicant did not suffer an injury as defined in section 5(1) of the Act, state the grounds upon which this assertion is made:

As at 09 Dec 2005

To:

\*

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### Workers' Compensation and Injury Management Regulations 1982 Appendix I

If a reason is that the injury was not suffered in the course of employment, state the grounds upon which this assertion is made:

..... The provisions of the Workers' Compensation and Injury Management Act 1981 relied on to dispute liability are

.....

.....

Signed on behalf of the

insurer..... (signature of senior officer responsible for claim)

Date: .....

[\*delete if appropriate]

NOTE THAT if you wish you may ----

- discuss this notice with the insurer or apply to have the matter heard under any internal ٠ dispute resolution process of the insurer;
- under section 181 of the Act apply to the Director Dispute Resolution for resolution of • a dispute by an arbitrator;
- seek advice in relation to the dispute from WorkCover WA;
- seek advice or assistance in relation to the dispute from your trade union organisation, • a legal practitioner or a registered agent.

[Form 3B amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4921-2.]

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## Form 3C

[r. 6D]

Workers' Compensation and Injury Managemen (Section 57A(3)(c))	
INSURER'S NOTICE WHERE NO DECISION ABO	OUT LIABILITY
To:	
1	1
[name and address of worker to whom the clair	n relates]
2	
[name and address of employer]	
3. Director Dispute Resolution	
From:	
[name and address of insurer]	
Claim number:	
Date of injury by accident or approximate date of onset of cond	ition:
Nature of incapacity:	
Nature of incapacity.	
Date claim made by employer:	
In respect of the above claim you are notified that a decision as liability is to be accepted in respect of the weekly payments cla not able to be made within the time allowed by section 57A(3)	imed by the worker is
The reasons why the decision is not able to be made are as follo	ows:
Where further medical information is required to make a decision the nature and substance of the medical information and whether from the worker is required:	
Where further information on the worker's weekly earnings is r decision about liability, state the nature and substance of the inf	
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Where other particulars are required to help make a decision about liability, specify the particulars required:
Signed on behalf of the insurer:
Date:
NOTE THAT if you wish you may —
• discuss this notice with the insurer or employer or apply to have the matter heard under any internal dispute resolution process of the insurer;
• under section 181 of the Act apply to the Director Dispute Resolution for resolution

- of a dispute by an arbitrator;
- seek advice in relation to the dispute from WorkCover WA;
- seek advice or assistance in relation to the dispute from your trade union organisation, a legal practitioner or a registered agent.

[Form 3C amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4922-3.]

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## Form 3D

[r. 6E]

# Workers' Compensation and Injury Management Act 1981 (Section 57B(2)(b)) **UNINSURED OR SELF-INSURED EMPLOYER'S NOTICE** THAT LIABILITY IS DISPUTED То: ..... [name and address of worker to whom the claim relates] \_\_\_\_\_ From: ..... [name and address of uninsured or self-insured employer] ..... Claim number: ..... Date of injury by accident or approximate date of onset of condition: ..... Nature of incapacity: ..... ..... Date claim made by worker: ..... In respect of the above claim you are notified that liability is disputed in respect of the weekly payments claimed by you. The reasons why liability is disputed are as follows: ..... ..... ..... If a reason is that the applicant is not a worker, state the grounds upon which this assertion is made: ..... If a reason is that the applicant did not suffer an injury as defined in section 5(1) of the Act, state the grounds upon which this assertion is made: ..... ..... If a reason is that the injury was not suffered in the course of employment, state the grounds upon which this assertion is made: .....

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### Workers' Compensation and Injury Management Regulations 1982 Appendix I

The provisions of the *Workers' Compensation and Injury Management Act 1981* relied on to dispute liability are

Date: .....

NOTE THAT if you wish you may ----

- discuss this notice with the employer or, if the employer is self insured, apply to have the matter heard under any internal dispute resolution process of the employer;
- under section 181 of the Act apply to the Director Dispute Resolution for resolution of a dispute by an arbitrator;
- seek advice in relation to the dispute from WorkCover WA;
- seek advice or assistance in relation to the dispute from your trade union organisation, a legal practitioner or a registered agent.

[Form 3D amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4923-4.]

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## Form 3E

[r. 6F]

# Workers' Compensation and Injury Management Act 1981 (Section 57B(2)(c))

## UNINSURED OR SELF-INSURED EMPLOYER'S NOTICE WHERE NO DECISION ABOUT LIABILITY

To:
1
[name and address of worker to whom the claim relates]
2. Director Dispute Resolution
From:
[name and address of uninsured or self-insured employer]
Claim number:
Date of injury by accident or approximate date of onset of condition:
Nature of incapacity:
Date claim made by worker:
In respect of the above claim you are notified that a decision as to whether or not liability to make the weekly payments claimed by the worker is not able to be made within the time allowed by section 57B(2) of the Act.
The reasons why the decision is not able to be made are as follows:
Where further medical information is required to make a decision about liability, state
the nature and substance of the medical information and whether a written authority from the worker is required:
Where further information on the worker's weekly earning is required to make a decision about liability, state the nature and substance of the information:

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- under section 181 of the Act apply to the Director Dispute Resolution for resolution of a dispute by an arbitrator;
- seek advice in relation to the dispute from WorkCover WA;
- seek advice or assistance in relation to the dispute from your trade union organisation, a legal practitioner or a registered agent.

[Form 3E amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4925-6.]

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Form 4
[r. 7(1)]
Workers' Compensation and Injury Management Act 1981
(Section 61(1))
FINAL MEDICAL CERTIFICATE
Claim No. (if known)
To (name and address of worker's employer)
WORKER'S DETAILS
First name(s):
Telephone:
Date and place of occurrence of injury:///
MEDICAL ASSESSMENT
<ul> <li>Having examined the worker, it is my opinion that as from////</li></ul>
It is also my opinion that as from/
□ fit for alternative duties with the following limitations:
Grounds for the opinion in medical assessment

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## Workers' Compensation and Injury Management Regulations 1982 Appendix I

#### MEDICAL PRACTITIONER'S DETAILS

Name:	Registration No.:
	6
Telephone:	
Fax:	
1 a.z	

Signature: ...... Time & Date of examination: .....

For workers' compensation information or assistance contact WorkCover WA's Infoline: 1300 794 744

[Form 4 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4926.]

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#### Form 5

[r. 7(2)]

### Workers' Compensation and Injury Management Act 1981 NOTICE TO WORKER OF INTENTION TO DISCONTINUE OR REDUCE PAYMENTS

(Section 61(1) and (2))

то:			
	(Name and addre	ess of worker)	
TAKE NOT	ICE that your employer		
		(nam	e of employer)
	r 21 clear days from the date of se		
	the weekly payments of compen	sation/reduce the week	ly payments on the
following ba		1. 1	
(1)	1		
	dated		
	(names of medical practition	-	
	sent with this notice, in which it relied upon by the employer);	t is said that (state conc	visely the ground
(2)	you may, if you dispute the emp weekly payments within the 21 order of an arbitrator that the we or reduced;	days referred to in this	notice apply for an
(3)	if you do not so apply, weekly preduced;	payments may be lawfu	Illy discontinued or
[(4)	deleted]		
(5)	you may obtain information from	m WorkCover WA situ	ated
	at and means available to you to e		
Dated the	your injury.	20	
Dated the	day of		•
			alf of the employer.

\* Delete whichever is inapplicable.

[Form 5 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4926.]

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Form	6
------	---

		[r. 10(1)]
Workers' Compensat		Injury Management Act 1981
		on 69)
DECLARATIONS IN RESPE	CT OF	WORKER NOT RESIDING IN W.A.
$\Box = \text{tick where appr}$	opriate.	* = delete where appropriate]
	-	isurer
A. WORKER'S SECTION		
I,		
`		of worker)
		al address)
`		Postcode:
Occupation:		
*being duly sworn, say that/do solen	nnlv and	1 sincerely affirm that —
1. The above details about me a	-	-
<ol> <li>I reside at the above address.</li> </ol>		
3. On/20 I suffer	ed an in	jury when employed by
		ess of employer)
*Sworn/affirmed at in (State or country)	)	
this day of 20	)	
Before me:	)	
before me.		(a person having authority
		to administer an oath)
<b>B. DOCTOR'S SECTION</b>		
(full nam		dical practitioner)
	(add	lress)
		Postcode:
*being duly sworn, say that/do solen	-	-
1. I am a duly qualified medical	practiti	oner.

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2.	On	/	./20 I e	xamineo	the above person and am of the opinion		
	that he/she is —						
	(a)		Fit.				
	(b)		Fit for alter	native d	luties with the following		
			limitations				
	(c)		Totally unf	it for wo	ork.		
*Swo	rn/affirme	ed at		)			
in		(State o	r country)	)			
this	day	of	20	)			
Befor	e me:						
(a person having authority							
to administer an oath)							
IF A WORKER RESIDES OUTSIDE THE STATE, PROOF OF THE							
WORKER'S IDENTITY AND CONTINUING INCAPACITY IS							
	REQUIRED EVERY 3 MONTHS						

[Form 6 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4926.]

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### Form 7

[r. 10A]

## Workers' Compensation and Injury Management Act 1981 (Sections 231(2)(b) and 241(2)(b))

#### MEDICAL CERTIFICATE — INTERIM PAYMENT OF STATUTORY ENTITLEMENTS OR MINOR CLAIM

Eirst name(a):
First name(s):
Surname:
Address:
Telephone:///
Occupation:
Date of injury:
Description of injury:
2. Employer's details
Name and address of worker's employer:
3. Statutory expenses claimed by worker
4. Medical practitioner's details
Name:
Registration No:
Address:
It is my opinion that the statutory expenses set out in item 3 are expenses that have been set out in item 3 are e
incurred by the worker for treatment or services required in relation to the injury suffered by the worker.
Signature of medical practitioner:

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Date: ...../..../...../

[Form 7 inserted in Gazette 28 Oct 2005 p. 4927-8.] [Forms 8-12 deleted] [Form 13 deleted in Gazette 28 Oct 2005 p. 4928.]

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#### Form 14

[r. 18(1)]

## Workers' Compensation and Injury Management Act 1981 ELECTION TO RECEIVE REDEMPTION AMOUNT

(Schedule 5 clause 3)

I acknowledge that, by making this election: ----

- 1. I shall have no other claim to redemption of weekly payments.
- 2. I shall have no claim after the date of this election to weekly payments of compensation.
- 3. I shall have no further entitlement from the date of this election, to payment of expenses under the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clauses 9, 17, 18, 18A and 19 (that is, in general terms, medical and other expenses, hospital charges and travelling costs).
- 4. Upon my death the provisions of the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clauses 1, 1A, 1B, 1C, 2, 3, 4, 5 and 17(2) shall not apply: that is, in general terms dependants of mine, whether totally or partially dependent, shall have no entitlement to payment, benefit, allowance or expenses (funeral or otherwise).

Dated the day of Signed by the worker in the presence of:

20

.....

.....

(Signature and full names of witness).

[Form 14 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4928.]

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As at 09 Dec 2005

#### Form 15

[r. 18(2)]

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# Workers' Compensation and Injury Management Act 1981 ELECTION TO RECEIVE SUPPLEMENTARY AMOUNT

(Schedule 5 clause 3)

I acknowledge that, by making this election: ----

- 1. I shall have no other claim to redemption of weekly payments.
- 2. I shall have no claim after the date of this election to weekly payments of compensation.
- 3. If my death results from that injury and a dependant spouse or/and a dependant de facto partner survives me then that person is, or those persons are, entitled to all or part of a lump sum calculated in accordance with the *Workers' Compensation and Injury Management Act 1981* Schedule 5 clause 7 of the supplementary amount for a worker with a dependent spouse or dependent de facto partner.
- 4. Upon my death the provisions of the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clauses 1, 1A, 1B, 1C, 2, 3, 4, 5 and 17(2) shall not apply: that is, in general terms, dependants of mine, whether totally or partially dependent, shall have no entitlement to any payment, benefit, allowance or expense (funeral or otherwise).

Signed by the worker in the presence of: 	
	•••••
(Signature and full names of wi	•••••
	tness)

\* Delete whichever is inapplicable.

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[Form 15 amended in Gazette 30 Jun 2003 p. 2637-8; 21 Jan 2005 p. 276; 28 Oct 2005 p. 4928-9.]

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### Form 15A

[r. 12(4)]

## Workers' Compensation and Injury Management Act 1981 NOTICE OF MEMORANDUM HAVING BEEN RECEIVED

Ref.

TAKE NOTICE

- 1. That a Memorandum, copy of which is hereto annexed, has been sent to me for registration. The Memorandum appears to affect you.
- 2. I therefore request you to inform me within 7 days from this date whether you admit the genuineness of the Memorandum, or whether you dispute it, and if so, in what particulars, or object to its being recorded, and if so, on what ground.
- 3. If the Memorandum is recorded it is enforceable as an award or order.
- 4. If you have any doubts as to the effect of the agreement, or your rights to compensation generally you should contact me immediately.

Dated this ...... day of ...... 20......

Director Dispute Resolution

[Form 15A amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4929.]

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#### Form 15B

[r. 12(5)]

Workers' Compensation and Injury Management Act 1981 NOTICE OF RECORDING OF MEMORANDUM OF AGREEMENT

Ref.

YOU ARE NOTIFIED

That a memorandum of the agreement entered into between

Director Dispute Resolution

[Form 15B amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4929.]

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#### Form 15C

[r. 12(1a)]

#### Workers' Compensation and Injury Management Act 1981 MEMORANDUM OF AGREEMENT

(Section 76 & 67(2))

(Section / 0 & 0 / (2))

TO: the Director Dispute Resolution Perth, Western Australia

In the matter of an Agreement made the day of (year) Between (Employer)

of (address) (WCN Number)

and

(Worker)

of *(address)* Claim No:

Upon the Agreement being recorded pursuant to section 76 of the *Workers' Compensation and Injury Management Act 1981* ("the Act") the worker's claims referred to in this Agreement are finalised and the employer shall pay to the worker, and the worker shall accept, the lump sum of \$, upon the terms and conditions as set out in the following —

#### **1.** Date of injury

Which occurred by:

- \* a personal injury by accident arising out of or in the course of the employment, or whilst the worker was acting under the employer's instructions;
- \* a disabling disease to which Part III Division 3 applies;
- \* a disease contracted by a worker in the course of his/her employment at or away from his/her place of employment and to which the employment was a contributing factor and contributed to a significant degree;

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# Workers' Compensation and Injury Management Regulations 1982 Appendix I

	*	the recurrence, aggravation, or acceleration of any pre-existing disease where the employment was a contributing factor to that recurrence, aggravation, or acceleration and contributed to a significant degree; or						
	*	a disa	bling lo	oss of function to	which Part III Divisi	on 4 applies.		
	2.	When	the dis	sability occurred				
		(a)	the worker was years of age. Date of Birth					
		(b)			yed by the employer a			
		(c)			ngs were			
	3.	The n	ature o	f the disability w	as:			
		and no	ow is:					
		and it	occurr	ed in the following	ng circumstances —			
	4.	<b>4.</b> The worker has received from the employer prior to the date of this Agreement:					S	
		(a)	(a) weekly payments in respect of that disability totalling \$					
		(b)	b) expenses payable under the <i>Workers' Compensation and Injury</i> <i>Management Act 1981</i> Schedule 1 clauses 9, 10, 17, 18, 18A and 19					
			Total	ling		\$		
	5. The lump sum is made up as follows:							
*(a) weekly payments of compensation:								
			(i)		nption of liability to i its as for permanent to		\$	
			(ii)		nption of liability to i its as for permanent p		<i>r</i> ; \$	
		*(b)	-	igement Act 1981	ed for in the <i>Workers</i> Schedule 1 clauses 9	-		

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28 Version 04-i0-04 As at 09 Dec 2005 \*(c) the worker having elected under s. 24 of the Act by a form of election dated , compensation payable under Part III Division 2, representing % loss of Item being for the permanent loss of the efficient use of the

Totalling: \$

\*(ca) the worker having elected under section 31C of the Act by a form of election dated ....., compensation payable under the Act Schedule 2 Division 2A, in respect of an impairment mentioned in Schedule 2 item ...., representing ...... degree of permanent impairment from the injury.

Totalling:

- \*(d) redemption amount under the *Workers' Compensation and Injury Management Act 1981* Schedule 5 clause 2 or 3(2), (3) or (4) \$
- \*(e) supplementary amount under the *Workers' Compensation and Injury Management Act 1981* Schedule 5 clause 2 or 3(2), (3) or (4) \$

TOTAL LUMP SUM \$

\_\_\_\_\_

- 6. The employer warrants that to the date of this Agreement it has paid all compensation due to the worker and all expenses in respect of the matters contained in the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clauses 9, 10, 17, 18, 18A and 19 (which includes medical and travelling) and, to the extent that these have not been paid, undertakes to pay them.
- 7. The worker warrants that he/she is not aware of any expenses due but unpaid in respect of the matters contained in the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clauses 9, 10, 17, 18, 18A and 19.
- 8. The worker hereby releases and forever discharges the employer from all claims and demands which the worker now has or, but for the execution of this agreement, could or might have had against the employer under the Act in any respect to the disability to the worker referred to in this Agreement.

SIGNED by the worker: in the presence of:

SIGNED by or on behalf of the employer: in the presence of-

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\$

\*Delete if not applicable.

[Form 15C amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4929-31.]

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#### Form 15D

[r. 12(3a)]

## Workers' Compensation and Injury Management Act 1981 STATEMENT OF THE CONSEQUENCES OF THE RECORDING OF A MEMORANDUM OF AGREEMENT

(Section 76(2)(a))

In making an agreement for the purposes of section 67(l) of the *Workers' Compensation and Injury Management Act 1981* ("the Act") and upon that agreement being recorded under section 76 of the Act the following will apply;

- (1) The worker will have no further entitlement to compensation under the Act for weekly payments arising out of the injury referred to in the agreement.
- (2) The worker will not have any other claim to redemption of weekly payments arising out of the injury referred to in the agreement.
- (3) The worker will not have any further entitlement in respect of the injury referred to in the agreement (after the date the agreement is recorded) to payment of expenses under the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clauses 9, 17, 18, 18A or 19. <u>That is</u>, in general terms, medical or surgical, dental, physiotherapy or chiropractic advice or treatment, first aid and ambulance expenses, medical requisites, charges for attendance and treatment by way of injury management, charges for hospital treatment and maintenance, cost of artificial aids and travelling expenses.
- (4) The worker forfeits any entitlement he/she may have under the Act Part III to compensation for a permanent impairment from a compensable personal injury by accident referred to in the agreement.
- (5) The worker forfeits any chance of a court awarding common law damages against the employer in respect of the injury referred to in the agreement (see section 93E(13) and section 93K(1) of the Act).
   That is, in general terms, the worker forfeits any chance to recover civil damages from the employer.

I , confirm that I have read the above information and I acknowledge that I am aware of the consequences of the recording of a memorandum under section 67(l) of the Act.

Dated the	day of	(year)			
			Signature of the worker		

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[Form 15D amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4931-2.]

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#### Form 15E

[r. 12(4a)]

# Workers' Compensation and Injury Management Act 1981 NOTICE DISPUTING MEMORANDUM OF AGREEMENT, OR OBJECTING

TO ITS BEING RECORDED

(Section 76)

In the matter of an Agreement between

Employer and Worker

Ref. AG

TAKE NOTICE that the genuineness of the Memorandum in the abovementioned matter sent to you for registration is disputed by

a party affected by such Memorandum, in the following particulars:

(here state particulars)

(Or that

of a party interested in the Memorandum in the above mentioned matter sent to you for registration, objects to the same being recorded, on the following grounds:)

(here state grounds)

Dated this day of (year)

[Form 15E amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4932.]

#### Form 15F

[r. 12(4b)]

# Workers' Compensation and Injury Management Act 1981 NOTICE THAT MEMORANDUM OF AGREEMENT IS DISPUTED, OR OF OBJECTION TO ITS BEING RECORDED

(Section 76)

In the matter of an Agreement between

Employer and Worker

Ref. AG

TAKE NOTICE that the genuineness of the Memorandum in the abovementioned matter left with me (or sent to me) for registration is disputed by

a party affected by such Memorandum, in the following particulars:

(Here state particulars of dispute)

(Or that

a party interested in the Memorandum in the abovementioned matter, left (or sent to) me for registration objects to the same being recorded, on the following grounds:)

(*Here state grounds*)

The Memorandum will therefore not be recorded, except with the consent in writing of

or by order of the Commissioner.

Dated this day of , (year)

Director Dispute Resolution

[Form 15F amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4932.]

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## Form 15G

[r. 12AA]

Workers' Compensation and Injury Management Act 1981

#### NOTICE OF INTENTION TO DISMISS WORKER TO WHICH **SECTION 84AB OF THE ACT REFERS**

TO: (insert name of worker or "WorkCover WA", as the case requires)

## TAKE NOTICE

The employer described below intends to dismiss the worker described below with effect from the following date.

Date dismissal effective:

[Note that the date on which the dismissal is effective cannot be before a period of 28 days has passed after this notice is given to the worker and WorkCover WA (see section 84AB of the Workers' Compensation and Injury Management Act 1981)].

### Worker's details

Surname		Other names
Date of birth	Sex	Occupation
Address		
		Postcode
Telephone no.		WorkCover claim number (WCCN)

(if not known, insurer can provide WCCN)

#### **Employer's details**

Name	
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
Title	Telephone no.

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## **Insurer's details**

Name						
Address						
				Postcode		
Policy no.						
Contact person		 	elephone no.			
Contact person			nephone no.			
<u>Injury details</u>						
Description of injury						
Dete inium e en el	<u></u>			····· (:£1		
Date injury occurred		aim numbe	er given by insu	irer (11 know	/n)	
N. 4						
Notice given to						
worker						1
WUIKCI			<b>D</b> .	,	,	
	(signed on behalf of e	employer)	Date	/	/	
WorkCover	(signed on behan of c	(inployer)				1
WA			Data	,	,	
wA	(signed on behalf of e	employer	Date	/	/	
	(signed off behalf of t	empioyer)				

[Form 15G inserted in Gazette 28 Oct 2005 p. 4932-4.]

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[r. 15]

Workers' Compensation and Injury Management Act 1981

## MONTHLY STATEMENT BY APPROVED INSURANCE OFFICES

CONFIDENTIAL

(Section 171(1)(a))

NEW/RENEWED POLICIES/COVER NOTES

Name of approved insurance office .....

Address .....

Chief executive officer, WorkCover WA.

Policy/Cover Note No.	New (N) Renewal (R)	Name	Address	Occupation	Effective Date (If Less Than 12 Months Cover)	Expiry Date

Position held by officer ..... Date .....

Signature of responsible officer

[Form 16 amended in Gazette 16 Sep 2003 p. 4104; 21 Jan 2005 p. 276 and 277.]

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[r. 15]

# Workers' Compensation and Injury Management Act 1981 MONTHLY STATEMENT BY APPROVED INSURANCE OFFICES

CONFIDENTIAL

(Section 171(1)(b))

LAPSED POLICIES

Name of approved insurance office	
Address	Date approved
Chief executive officer, WorkCover WA.	

Policy No.	Name	Address	Occupation	Reason

Position held by officer ...... Date .....

Signature of responsible officer

[Form 17 amended in Gazette 16 Sep 2003 p. 4104; 21 Jan 2005 p. 276 and 277; 28 Oct 2005 p. 4934.]

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	[r. 19D]
Workers' C	ompensation and Injury Management Act 1981
NOTICE OF	ARRANGEMENT OF AUDIOMETRIC TEST
ТО:	
	(full name of worker)
of:	
	(full address of worker)
Notice is hereby given that conducted by	t I have arranged for you to undergo an audiometric test to be
	of person approved under regulation 19B)
	address at which test is to be conducted)
at	a.m./p.m. on
	(Signature of person arranging test)
(r	name of employer) (date)
NON-ATTENDANCE:	A worker shall not, without reasonable excuse, fail to submit himself for an audiometric test of which the worker has notice (regulation 19D(3)).
PERIOD OF QUIET:	An employer shall ensure that the worker is not knowingly exposed in the workplace, and the worker shall not knowingly permit himself to be exposed, to noise levels above 80dB(A) during the 16 hours immediately preceding the audiometric test (regulation 19D(2)).
[Form 18 ame p. 4934.]	ended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005

## Form 19A

[r. 19F]

Workers' Compensation and Injury Management Act 1981 REPORT OF BASELINE AUDIOMETRIC TEST

TO: Chief executive officer, WorkCover WA.

Notice is hereby given that I have conducted an audiometric \*test/retest of:

WORKER'S DETAILS
GIVEN NAMES (in full) SEX
SURNAME M F
ADDRESS NUMBER AND STREET
SUBURB OR TOWN     POSTCODE
DATE OF BIRTH
DAY MONTH YEAR     HOME PHONE NUMBER     WORK PHONE NUMBER
OCCUPATION OF WORKER     A.S.I.C. OFFICE USE
EMPLOYED BY:
FULL NAME OF EMPLOYER
ADDRESS NUMBER AND STREET OF EMPLOYER
SUBURB OR TOWN POSTCODE
PREDOMINANT INDUSTRY OF EMPLOYER         A.S.I.C. OFFICE USE
LEVEL OF TEST: PURPOSE OF TEST:
Air-conduction Baseline
Full audiological
Medical Panel

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WAUGH A	ND MAC	RAE'S CR	RITERIA:
---------	--------	----------	----------

(Please tick only if worker fails)

Item 1	Item 2	Item 3	
item i	Itelli 2	item 5	

## HEARING TEST RESULTS

HERTZ (Hz)		500	1000	1500	2000	3000	4000	6000	8000
AIR CONDUCTION	RT EAR RT EAR **MASKED								
	LT EAR								
	LT EAR **MASKED								
	RT EAR								
**BONE	RT EAR MASKED								
CONDUCTION	LT EAR								
	LT EAR MASKED								
CALCULATED PLH OFFICE USE %									
SURNAME				<u>   </u>		INIT	IAL		REG. NO.
EQUIPMENT RE	EG. NO.					во	OTH RE	G. NO.	
I hereby certify, that I have personally conducted an audiometric test in accordance with the <i>Workers'</i> Compensation and Injury Management Act 1981 and to the best of my knowledge and belief the results are true and correct.									
SIGNATURE						_		DATE O	
<ul> <li>* Delete which doesn't apply</li> <li>** Approved Medical Practitioners or Audiologists Only</li> </ul>									

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[Form 19A amended in Gazette 21 Jan 2005 p. 276 and 277.]

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#### Form 19B

[r. 19F]

Workers' Compensation and Injury Management Act 1981

#### REPORT OF SUBSEQUENT/RETIRING/TURNING 65 AUDIOMETRIC TEST

TO: Chief executive officer, WorkCover WA.

Notice is hereby given that I have conducted an audiometric \*test/retest of:

WORKER'S DETAILS
GIVEN NAMES (in full) SEX
SURNAME M F
FORMER SURNAME IF APPLICABLE
ADDRESS NUMBER AND STREET
SUBURB OR TOWN POSTCODE
DATE OF BIRTH
DAY MONTH YEAR HOME PHONE NUMBER WORK PHONE NUMBER
DAT MONTH TEAK HOME FROME NUMBER WORK FROME NUMBER
OCCUPATION OF WORKER A.S.I.C. OFFICE USE
EMPLOYED OR FORMERLY EMPLOYED BY:
FULL NAME OF EMPLOYER
ADDRESS NUMBER AND STREET OF EMPLOYER
SUBURB OR TOWN     POSTCODE
PREDOMINANT INDUSTRY OF EMPLOYER         A.S.I.C. OFFICE USE
LEVEL OF TEST: PURPOSE OF TEST:
Air-conduction
Full audiological     Subsequent
Medical Panel Retired/Turning 65
HEARING TEST RESULTS

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HERTZ (Hz)		500	1000	1500	2000	3000	4000	6000	8000
AIR CONDUCTION	RT EAR RT EAR **MASKED								
	LT EAR								
	LT EAR **MASKED								
	RT EAR								
**BONE	RT EAR MASKED								
CONDUCTION	LT EAR								
	LT EAR MASKED								
CALCULATED PLH % OFFICE USE % Address									
NOISE INDUCE PLH SINCE BAS	D SELINE TEST/PR	EVIOU		% 'ION*	Sign	ature			Date
PERSON	CONDUCT	ring	TES'	Т					
SURNAME						INIT	IALS		REG. NO.
EQUIPMENT RI	EQUIPMENT REG. NO.								
	hat I have persona on and Injury ct.								elief the results
									E OF TEST

	DATE OF TEST					
		1				
SIGNATURE	DA	Y	MON	NTH	YE	AR

- \*
- Delete which doesn't apply Approved Medical Practitioners or Audiologists Only Registered Otorhinolaryngologist Only \*\*
- \*\*\*

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[Form 19B amended in Gazette 21 Jan 2005 p. 276 and 277.]
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[Form 20 deleted in Gazette 28 Oct 2005 p. 4934.]

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Form 21	
	[r. 19H]
Workers' Compensation and Injury Management Act 1981	
NOTICE OF DISPUTE	
TO: Chief executive officer, WorkCover WA	
NAME OF WORKER:	
ADDRESS OF WORKER:	
NAME OF EMPLOYER:	
ADDRESS OF EMPLOYER:	
I, being an *employer/worker hereby notify you that I dispute the results of an audiometric test conducted on the above worker on (date)	
and request that you arrange a retest of hearing under regulation 19H.	
Signature of Applicant Date	
* Strike out whichever does not apply.	

[Form 21 amended in Gazette 21 Jan 2005 p. 276 and 277.]

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[r. 19J(1)]

Workers' Compensation and Injury Management Act 1981 REFERRAL OF QUESTION OF DEGREE OF DISABILITY

## Worker's details

Surname	Other names
Date of birth Sex	Occupation
Address	
Postcode	
Telephone no.	-
Employer's details	
Name	
Address	
Postcode	
Telephone no.	WorkCover no. (if known)
Contact person	
Title	Telephone no.
<u>Insurer's details</u>	
Name	
Name	
Address	
Postcode	
Date weekly payments commenced (if	Claim no. (if known)
applicable).	¬
Contact person	
Telephone no.	

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## Injury details

Description of injury		
Date injury occurred	Date weekly payments commenced	
Bate Injary securica		
Degree of disability as assessed by medical practitioner	Degree of disability (see s. 93E(3) of the Act)	
by medical practitioner	Nominate <b>only one</b> of the following.	
	not less than 30%	
	not less than 16%	
Tick if the worker and the employer ca	6	
disability is not less than the relevant le	evel	
The action taken by or on behalf of the	e worker to obtain the employer's agreement	
т., .,		
Signature	Date	
of worker	/ /	
Lodging this form		
This form should be lodged with —		
Director Dispute Resolution	n	
WorkCover WA		
Perth, Western Australia		
e	dical evidence from a medical practitioner indicating that, isability is not less than the relevant level.	
* * *	Gazette 21 Jan 2005 p. 276; 28 Oct 2005	

[Form 22 amended in Gazette 21 Jan 2005 p. 276; 28 Oct p. 4934-5.]

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As at 09 Dec 2005

## Form 22A

[r. 19JA]

Workers' Compensation and Injury Management Act 1981 **REFERRAL OF QUESTION OF DEGREE OF DISABILITY** 

[Made by the worker under sections 93D(5) and 93EA(3) of the Act, due to the application of section 93EA(3)]

## Worker's details

Surname		Other names
Date of birth	Sex	Occupation
Address		
		Postcode
Telephone no.		
Employer's details		
Name		
Address		
		Postcode
Telephone no.		WorkCover no. (if known)
Contact person		
Title		Telephone no.

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## Workers' Compensation and Injury Management Regulations 1982 Appendix I

# Insurer's details

ът

Ivame	
Address	
	Postcode
Date weekly payments commenced (if applicable)	Claim no. (if known)
Contact person	
Contact person	
Telephone no.	
Injury details	
Description of injury	
	and only that injury that was the subject of a referral in
the circumstances set out in section	93EA(1) of the Act.
Date injury occurred	Date weekly payments commenced
Dute injury occurred	
Degree of disability as assessed	Degree of disability (see s. 93E(3) of the Act)
by medical practitioner	Nominate only one of the following
	not less than 30%
	not less than 16%
original referral was pre 14 Decembe	e same level as was nominated in the original referral. If th r 1999 and both levels were nominated, the nominated level rther Form 22A may be used for the other level, if required

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As at 09 Dec 2005

The following information should be included with	this referral —	
If, on or before 30 September 2001, you sought to refer Director under section 93D(5) of the Act, and in order of the Act you produced to the Director anything that, o	to satisfy section 93D(6) even though it may not	
have constituted evidence of the kind required by that s by the Director as evidence of that kind, then a copy of referred to and accepted by the Director should be attac	f the Form 22 that was	٥
If, based on a failure to satisfy the requirements of sect officer did not deal with the substance of the question r of the review officer's decision should be attached; or		٥
If, based on a failure to satisfy the requirements of sect aside or quashed a decision of a review officer that dea the question referred to in the first paragraph above, a d	lt with the substance of	
decision should be attached.		٥
The following details must be completed regarding support of this referral —	the medical evidence relied u	ıpon in
Name of Medical Practitioner/s	Date of medical	report/s

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## Workers' Compensation and Injury Management Regulations 1982 Appendix I

Signature of worker	Date / /
Lodging this form This form should be lodged with —	
Director Dispute Resolution	
WorkCover WA	
Perth, Western Australia	

[Form 22A inserted in Gazette 26 Oct 2004 p. 4902-5; amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4935.]

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## Form 22B

[r. 19JB]

Workers' Compensation and Injury Management Act 1981 **REFERRAL OF QUESTION OF DEGREE OF DISABILITY** 

[Made by the worker under sections 93D(5) and 93EB(3) of the Act, due to the application of section 93EB(3)]

## Worker's details

Surname	Other names
Date of birth Sex	Occupation
Address	
	Postcode
Telephone no.	_
Employer's details	
Name	
Address	
	Postcode
Telephone no.	WorkCover no. (if known)
Contact person	
Title	Telephone no.
Incuran's datails	
Insurer's details	
Name	
Address	
	Postcode
Date weekly payments commenced (if	Claim no. (if known)
applicable)	
Contact person	

As	at	09	Dec	2005
----	----	----	-----	------

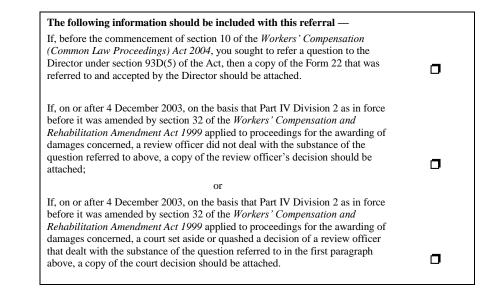
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T-1	
Telephone no.	
<u>njury details</u>	
Description of injury	
<u>Note</u> : This must be the same injury the circumstances set out in section	y and only that injury that was the subject of a referral in 03EP(1) of the Ast
the circumstances set out in section	193EB(1) of the Act.
Date injury occurred	Date weekly payments commenced
J 7	
Degree of disability as assessed	Degree of disability (see s. 93E(3) of the Act)
by medical practitioner	Nominate only one of the following
	not less than 30%
	not less than 16%
	he same level as was nominated in the original referral. If
riginal referral was pre 14 Decemb	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le
riginal referral was pre 14 Decemb	he same level as was nominated in the original referral. If
riginal referral was pre 14 Decemb hould be one of those levels, and a f	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if requir
riginal referral was pre 14 Decemb hould be one of those levels, and a f	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if require cannot agree on whether the degree of
riginal referral was pre 14 Decemb hould be one of those levels, and a f Tick if the worker and the employer of	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if requir
riginal referral was pre 14 Decemb hould be one of those levels, and a f Tick if the worker and the employer disability is not less than the relevant	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if require cannot agree on whether the degree of level
riginal referral was pre 14 Decemb hould be one of those levels, and a f Tick if the worker and the employer disability is not less than the relevant	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if requir
riginal referral was pre 14 Decemb hould be one of those levels, and a f Tick if the worker and the employer disability is not less than the relevant	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if require cannot agree on whether the degree of level
riginal referral was pre 14 Decembrould be one of those levels, and a f Tick if the worker and the employer of disability is not less than the relevant	he same level as was nominated in the original referral. If er 1999 and both levels were nominated, the nominated le urther Form 22B may be used for the other level, if requi

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The following details must be completed regarding the medical evidence relied upon in support of this referral —

Name of Medical Practitioner/s	Date of medical report/s

evidence that complies with section 930(6) of the Act, unless the worker satisfies the Director that the complying evidence has already been produced.

Signature of worker	Date	/ /

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This form should be lodged with — Director Dispute Resolution WorkCover WA Perth, Western Australia	Lodging this form	
WorkCover WA	This form should be lodged with —	
	Director Dispute Resolution	
Perth, Western Australia	WorkCover WA	
	Perth, Western Australia	

[Form 22B inserted in Gazette 26 Oct 2004 p. 4905-8; amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4936.]

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[r. 19J(2), (3)]

Workers' Compensation and Injury Management Act 1981

# NOTICE OF REFERRAL OF QUESTION OF DEGREE OF DISABILITY

#### **Worker's details**

Surname	Other names
Address	
Postcode	
Telephone no.	Occupation
Employer's details	
Name	
Address	
Postcode	
Telephone no.	WorkCover no. (if known)
Injury details	
Description of injury	
Data injumy accument	
Date injury occurred	
Degree of disability as assessed	Degree of disability
by medical practitioner	not less than 30%
	not less than 16%

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#### **Question referred**

The question of whether the worker's degree of disability is or is not less than the relevant level has been referred to the Director Dispute Resolution, for consideration.

#### Medical evidence

Accompanying this notice is a copy of the medical evidence provided by the worker which indicates that in the opinion of the worker's medical practitioner the worker's degree of disability is not less than the relevant level.

#### Objection

If you (the employer) consider the worker's degree of disability is less than the relevant level, you should complete the bottom section of this form and return it to the Director within 21 days of receiving this notice.

If you do not notify the Director within 21 days you will be taken to have agreed that the worker's degree of disability is not less than the relevant level

of Director
-------------

#### **Employer's objection**

Employer's assessment of degree of disability		
Signature of employer	Date	/ /

[Form 23 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4936-7.]

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## Form 23A

[r. 19JA]

Workers' Compensation and Injury Management Act 1981

NOTICE OF REFERRAL OF QUESTION OF DEGREE OF DISABILITY

[Notice given under section 93EA(5)(a) and (b)(i) of the Act, where section 93EA(3) applied]

### Worker's details

Surname	Other names
Address	
	Postcode
Telephone no.	Occupation
· · · · · · · · · · · · · · · · · · ·	
Employer's details	
Name	
Address	
	Postcode
Telephone no.	WorkCover no. (if known)
Injury details	
Description of injury	
Date injury occurred	
Degree of disability as assessed	Degree of disability
by medical practitioner	not less than 30%
	not less than 16%

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#### **Question referred**

The question of whether the worker's degree of disability is or is not less than the relevant level has been referred to the Director Dispute Resolution, for consideration under section 93D(5), due to the application of section 93EA(3).

#### **Medical evidence**

Accompanying this notice is a copy of the medical evidence produced by the worker that complies with section 93D(6) of the Act.

## **Director's opinion**

than 30%).

	•			
In acc	cordance with section 93EA(5)(a) and (b)(i) of the Act, it is my opinion that -	_		
(a)	evidence complying with section 93D(6) has been produced and in all			
	other respects the referral is properly made; and			
(b)	the referral is accepted.			
In accordance with section 93EA(5)(b)(i) of the Act, notification is also given that the following provisions may apply — Section 93E(6a)				
	<u>Note</u> : Section 93E(6a) provides that, despite section 93E(5), and even tho section 93E(6) does not apply if the Director gives the worker notice unde section 93EA(5)(b)(i) that this subsection applies, an election can be mad 14 days after the Director subsequently gives the worker notice in writing agreement or determination of the question has been recorded. This only	er le within that an		

worker is required to make an election under section 93E(3)(b) of the Act (i.e. the worker has an agreed or determined degree of disability of not less than 16% but less

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#### Section 93EC Note: If --under section 93EA(5)(b)(i), the Director notifies a worker that the *(a)* referral of a question relating to an injury is accepted and that this section applies; and the time limited by any written law for the commencement of an **(b)** action seeking damages in respect of the injury (i) has elapsed before the day on which the Director notifies the worker (the "notification day"); or is due to elapse on the notification day or before the expiry (ii) of a period of 2 years after the notification day, an action seeking damages in respect of the injury may, despite that written law, be commenced at any time before the expiry of a period of 2 years after the notification day. Objection If you (the employer) consider the worker's degree of disability is less than the relevant level, you should complete the bottom section of this form and return it to the Director within 21 days of

receiving this notice. If you do not notify the Director within 21 days you will be taken to have agreed that the worker's degree of disability is not less than the relevant level.

Signature				
of Director	Date	/	/	

#### **Employer's objection**

Employer's assessme	nt of degree of disability	
Signature of		
employer	Date	/ /

[Form 23A inserted in Gazette 26 Oct 2004 p. 4908-10; amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4937-8; 9 Dec 2005 p. 5897.]

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## Form 23B

[r. 19JB]

Workers' Compensation and Injury Management Act 1981

#### NOTICE OF REFERRAL OF QUESTION OF DEGREE OF DISABILITY

[Notice given under section 93EB(5)(a) and (b)(i) of the Act, where section 93EB(3) applied]

## Worker's details

Surname	Other names
Address	
	Postcode
Telephone no.	Occupation
Employer's details	
Name	
Address	
	Postcode
Telephone no.	WorkCover no. (if known)
Injury details	
Description of injury	
Dete inium e comed	
Date injury occurred	
Degree of disability as assessed	Degree of disability
by medical practitioner	not less than 30%
	not less than 16%

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#### **Question referred**

The question of whether the worker's degree of disability is or is not less than the relevant level has been referred to the Director Dispute Resolution, for consideration under section 93D(5), due to the application of section 93EB(3).

#### **Medical evidence**

Accompanying this notice is a copy of the medical evidence produced by the worker that complies with section 93D(6) of the Act.

### **Director's opinion**

notification day.

		1					
In ac	cordar	ice with s	section 93EB(5)(a	a) and (b)(i) of	the Act, it is n	ny opinion that —	-
(a)			nplying with secti ts the referral is pr	. ,	1	d and in all	٥
(b)	the	referral is	s accepted.				
		ice with s may appl	section 93EB(5)(b	o)(i) of the Act,	notification is	s also given that t	he following
Secti	on 93I	E(6a)					
	sect sect 14 a agra wor wor than	ion 93E( ion 93E1 lays after eement o ker is reg ker has d 1 30%).	n 93E(6a) provid 6) does not apply B(5)(b)(i) that thi: r the Director sub r determination o quired to make an an agreed or deten	v if the Director is subsection approximation of the section of the question of the question under	r gives the wor oplies, an elect s the worker r has been reco er section 93E	rker notice under tion can be made notice in writing to orded. This only d ((3)(b) of the Act	r within that an applies if the (i.e. the
Secti	on 93I						
	Not	<u>e</u> : If —					
	(a)	referra	section 93EB(5)(l ll of a question re l applies; and				
	( <b>b</b> )		e limited by any v seeking damages	•		ement of an	
		(i)	has elapsed bef the worker (the			rector notifies	
		(ii)	is due to elapse of a period of 2		•	efore the expiry day,	
			eking damages in at any time befor				n law, be

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#### Objection

If you (the employer) consider the worker's degree of disability is less than the relevant level, you should complete the bottom section of this form and return it to the Director within 21 days of receiving this notice.

If you do not notify the Director within 21 days you will be taken to have agreed that the worker's degree of disability is not less than the relevant level.

Signature	
of Director	

Bate
------

## **Employer's objection**

Date	/	/
I	Date	Date /

[Form 23B inserted in Gazette 26 Oct 2004 p. 4911-13; amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4937-8; 9 Dec 2005 p. 5897.]

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[r. 19K(1), (2)]

Workers' Compensation and Injury Management Act 1981 DEGREE OF DISABILITY AGREEMENT

## Worker's details

Surname	Other names
Address	
Postcode	
Telephone no.	Occupation
Employer's details	
Name	
Address	
Postcode	
Telephone no.	WorkCover no. (if known)
Insurer's details	
Name	
Address	
Postcode	
Date weekly payments commenced (if	Claim no. (if known)
applicable).	
Contact person	
Telephone no.	

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## **Injury details**

Description of injury	
Date injury occurred	
Agreement	
Agreed degree of disability	Agreed degree of disability is —
(insert actual figure e.g. 22%) %	not less than 30%
	not less than 16%
Signature of	
Worker	Date / /
Signature of	Name of witness
witness	wittless
Signature of	
Employer	Date / /
· ·	
Signature of	Name of
witness	witness
Recording of agreement	
Date of recording	Record no.
Č	
	[]
Signature of	Date / /
Director	Date

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As at 09 Dec 2005

[Form 24 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4938.]

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[r. 19M(1)]

Workers' Compensation and Injury Management Act 1981

# ELECTION TO RETAIN RIGHT TO SEEK DAMAGES

Worker's details		
Surname		Other names
Date of birth	Sex	Occupation
Address		
Postcode		
Telephone no.		
Employar's datails		
Employer's details		
Name		
Address		
D . 1		
Postcode		
Telephone no.		WorkCover no. (if known)
<u>a</u>		
Contact person		
Title		Telephone no.
<u>Insurer's details</u>		
Name		
Address		
Postcode		
Date weekly payments commence	ed	Claim no. (if known)
Contact person		
Telephone no.		

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## Injury details

Description of injury		
Date injury occurred		
Has a Degree of Disability Agreement (Form 24) already been recorded	Yes	
by the Director?	No	
If yes:date when recorded		
record number		
Degree of disability as agreed%		
Has the determination of a dispute as to the degree of disability already	Yes	
been recorded under reg. 19L by the Director?	No	
If yes:date when recorded		
record number		
Degree of disability as determined%		

# Advice of consequences of election

I have been properly advised of the consequences of this election.		
Signature of Worker	Date	/ /

WarningThe registration of this election will, in most cases, prevent you from continuing to receive statutory benefits under the Workers' Compensation and Injury Management Act 1981.You should seek appropriate independent advice before lodging this form.			
Registration of election Date of registration	Registration no.	]	
Signature of Director	Date	/ /	

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[Form 25 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4938.]

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[r. 19N(3)(a) and (5)(a)]

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Workers' Compensation and Injury Management Act 1981

### APPLICATION FOR EXTENSION OF TIME TO MAKE ELECTION (MEDICAL EVIDENCE AVAILABLE)

#### <u>Worker's details</u>

Surname	Other names
Date of birth Sex	Occupation
Address	
- Address	
Postcode	
Telephone no.	
Employor's dotails	
Employer's details	
Name	
Address	
Postcode	
Telephone no.	WorkCover no. (if known)
Contact person	
Title	Telephone no.
Inte	
<u>Insurer's details</u>	
Name	
Address	
Postcode	
Date weekly payments commenced	Claim no. (if known)
Contact person	
Telephone no.	
	]

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Extract from www.slp.wa.gov.au, see that website for further information			

## **Injury details**

Description of injury			
	Deg	ree of disability	
Date injury occurred	(as a	assessed by worker's	medical specialist)
		%	
Extension of time soug	<u>ght</u>		
The application for extension of	of time is made un	nder —	
regulation 19N(2)(a)	OR	regulation 19N	J(2)(c)
Extension sought until			
Signature			
of Worker		Date	/ /
Lodging this form			
This form should be lodged wi	th —		
Director Dispute R	esolution		
WorkCover WA			
Perth, Western Aus	tralia		
If applying under regulation 19 a medical practitioner who is a			
require major surgery in the ex			
If applying under regulation 19 determination.	PN(2)(c) you must	t give the Director evi	dence of the medical panel's
Granting of extension			
	1 1	· · · · · · · · · · · · · · · · · · ·	1 4 .
An extension of time to make		<b>—</b>	
is granted until /	/ OR	is not grante	ed
The extension of time is grant	ed under —		
regulation 19N(2)(a)	OR	regulation 19N	J(2)(c)
Γ			
Signature		_	
of Director		Date	/ /

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[Form 26 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4938-9.]

As at 09 Dec 2005 Version 04-i0-04 Extract from www.slp.wa.gov.au, see that website for further information

[r. 19N(4)(a)]

Workers' Compensation and Injury Management Act 1981

#### APPLICATION FOR EXTENSION OF TIME TO MAKE ELECTION (MEDICAL EVIDENCE NOT YET AVAILABLE)

### Worker's details

Surname	Other names
Date of birth Sex	Occupation
Address	
Postcode	
Telephone no.	
Employer's details	
Name	
Ivanie	
Address	
Postcode	
Telephone no.	WorkCover no. (if known)
Contact noncon	
Contact person	
Title	Telephone no.
In annow?a d a taila	
Insurer's details	
Name	
Address	
Address	
Postcode	
Date weekly payments commenced	Claim no. (if known)
Contact person	
Telephone no.	

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Extract from www.slp.wa.gov.au, see that website for further information

Dete in immed	
Date injury occurred	
	l4
Extension of time	sought
Extension sought until	
	the worker submits that he or she will require major surgery in respect of
the injury in the extensi	on period (see regulation 19N(1))
a medical practitioner w	been taken by or on behalf of the worker to obtain medical evidence fro ho is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period
a medical practitioner w	the is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period
a medical practitioner w	ho is a specialist in a relevant field of medicine that the worker will
a medical practitioner w	the is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period
a medical practitioner w require major surgery in Signature	the is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period
a medical practitioner w require major surgery in Signature	the is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period
a medical practitioner w require major surgery in Signature	the is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period (attach separate sheet if insufficient roo
a medical practitioner w require major surgery in Signature of Worker	the is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period (attach separate sheet if insufficient roo
a medical practitioner w require major surgery in Signature of Worker Lodging this form	ho is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period (attach separate sheet if insufficient roo Date / /
a medical practitioner w require major surgery in Signature of Worker Lodging this form This form should be loc	ho is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period (attach separate sheet if insufficient roo Date / /
a medical practitioner w require major surgery in Signature of Worker Lodging this form This form should be loc	ho is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period (attach separate sheet if insufficient roo Date / /
a medical practitioner w require major surgery in Signature of Worker Lodging this form This form should be loc Director Dis	ho is a specialist in a relevant field of medicine that the worker will a respect of the injury in the extension period (attach separate sheet if insufficient roo Date / /

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### **Granting of extension**

An extension of time to make an election under section 93E(3)(b) of the Act —								
is granted u	ıntil /	/	OR		is not granted			
Signature of Director					Date	/	/	

[Form 27 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4939.]

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[r. 19N(3a)(a)]

Workers' Compensation and Injury Management Act 1981

#### APPLICATION FOR EXTENSION OF TIME TO MAKE ELECTION (TIME NEEDED FOR REPORT BASED ON TREATMENT OR MEDICAL INVESTIGATION)

Wor	ker's	details

Surname	Other names
Date of birth Sex	Occupation
Address	
Postcode	
Telephone no.	
Employer's details	
Name	
Address	
Postcode	
Telephone no.	WorkCover no. (if known)
Contact person	
Title	Telephone no.
Insurer's details	
Name	
Address	
Postcode	
Date weekly payments commenced	Claim no. (if known)
Contact person	
Telephone no.	

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Extract from www.slp.wa.gov.au, see that website for further information

# Workers' Compensation and Injury Management Regulations 1982 Appendix I

<u><b>Injury details</b></u> Description of injury	
Date injury occurred           Extension of time sought	
Extension sought until	
on treatment or medical investigation of	In time for the preparation of a specialist's report, based the worker, as to whether the worker will require major tension period (see regulation 19N(1)). The treatment or ):
Signature of Worker	Date / /
Lodging this form This form should be lodged with —	
Director Dispute Resolution	
WorkCover WA	
Perth. Western Australia	
medicine indicating that a report could n	cal evidence from a specialist in a relevant field of too be satisfactorily prepared without the treatment or ad that the extension sought is needed to give sufficient

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# **Granting of extension**

is granted until       /       OR       is not granted         Signature       Date	An extension of time to make an election under section 93E(3)(b) of the Act —								
Signature Date	is granted u	ıntil /	/	OR		is not granted			
Signature Date									
of Director	Signature of Director					Date	/	/	

[Form 28 amended in Gazette 21 Jan 2005 p. 276; 28 Oct 2005 p. 4939.]

As at 09 Dec 2005 Version 04-i0-04 Extract from www.slp.wa.gov.au, see that website for further information

[r. 16A(1)]

# Workers' Compensation and Injury Management Act 1981 (Schedule 1 clause 1C(1), (5))

### NOTICE OF DEPENDANT'S ENTITLEMENT TO ELECT

Record No.	
TO:	
1. Dependant's details	
Surname	Other names
Address	
	Postcode

As a dependant referred to in the *Workers' Compensation and Injury Management Act 1981* Schedule 1 clause 1B(1)(a) or (c) you are entitled to elect to receive a child's allowance under that Act Schedule 1 clause 1A or an apportionment of the notional residual entitlement of

(name of deceased worker)

You may, within 30 days of receiving this notification, elect to receive the amount of the apportionment or a child's allowance. A form for making the election is attached.

If an election is not made within 30 days of receiving this notification, and registered by the Director, you will receive a child's allowance.

The Director may refuse to register the election if not satisfied that you have been independently advised of the financial consequences of the election.

Dated this ..... day of ..... 20.....

.....

Director Dispute Resolution Directorate

[Form 29 inserted in Gazette 28 Oct 2005 p. 4939-40.]

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[r. 16A(2)]

Workers' Compensation and Injury Management Act 1981 (Schedule 1 clause 1C(4)(a), (5))

### NOTICE OF PROVISIONAL APPORTIONMENT

Re	cord No.				
<b>TO</b> 1	-				
1.	Dependant's details Surname Other names				
	Address				
	Postcode				
	As a dependant of				
	The notional residual entitlement in relation to				
	has been apportioned between the worker's dependants under the <i>Workers'</i> <i>Compensation and Injury Management Act 1981</i> Schedule 1 clause 1C(4)(a).				
	The amount provisionally apportioned to you is \$				
	You may, within 30 days of receiving this notification, elect to receive the amount of the provisional apportionment or a child's allowance. A form for making the election is attached.				
	If an election is not made within 30 days of receiving this notification, and registered by the Director, you will receive a child's allowance.				
	The Director may refuse to register the election if not satisfied that you have been independently advised of the financial consequences of the election.				
	Dated this day of 20				
	Arbitrator				
	[Form 30 inserted in Gazette 28 Oct 2005 p. 4941.]				

As at 09 Dec 2005 Version 04-i0-04 Extract from www.slp.wa.gov.au, see that website for further information

[r. 17AD(2)]

Workers' Compensation and Injury Management Act 1981

### APPLICATION TO EXTEND FINAL DAY [for extension under Schedule 1 clause 18B]

### **Worker's details**

Surname	Other names
Date of birth Sex	Occupation
Address	
Address	
	Postcode
Telephone no.	WorkCover claim number (WCCN)
* *	
	(if not known, insurer can provide WCCN)
Employer's details	
Name	
Name	
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
Title	Telephone no.
Insurer's details	·
Name	
Address	
	Postcode
Date the claim for compensation by way of	
weekly payments was made on employer	Claim number given by insurer (if known)
	] [
Contact person	Telephone no.

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Final d
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1	ing under section 58(1) or (2) of the Act, determine the ly payments claimed?
Yes	If so, answer question 2.
No	If not, skip question 2.
2. Was the question of weekly payment	an 3 months after the day on which compensation by way
Yes	If so, on which date?
No	
	ility is accepted in respect of the weekly payments day on which compensation by way of weekly payments
Yes	If so, on which date?
No	
4. Has the final day Act 1981 Schedul	t the Workers' Compensation and Injury Management
Yes	If so, to which date?
No	

# **Extension sought**

1. Specify the reasons f	or seeking the extension	n.	
		ons and before the final day of permanent whole of per	
Yes		If so, on which date?	
No			
Attach a copy of any su	ch request.		
3. Specify date until wh	ich extension sought.		
Signature			
of worker		Date	/ /
How to lodge this	form		
1. This form should be	6		
Director Dis	pute Resolution Directo	orate	

Director, Dispute Resolution Directorate	
WorkCover WA	
Perth, WA	
2. WHEN LODGING THIS FORM ALSO PROVIDE ANYTHING ELSE THAT	
REGULATION 17AD REQUIRES YOU TO PROVIDE.	

As at 09	Dec 200	5
	Extract from	www.slp.wa.go

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### Workers' Compensation and Injury Management Regulations 1982 Appendix I

is extended	1 to / /		
is not exter	nded.		
Signature			
of Director		Date	/ /
Copies of exte	ension sent to		
worker			
		Date	/ /
	(signature of person sending copy)		
employer			
		Date	/ /
	(signature of person sending copy)		
lote			
			ct 1981 provides that i

[Form 31 inserted in Gazette 28 Oct 2005 p. 4942-4.]

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[r. 20]

Workers' Compensation and Injury Management Act 1981

#### RECORD OF AGREEMENT ABOUT DEGREE OF PERMANENT WHOLE OF PERSON IMPAIRMENT [recorded under section 93L(2) of the Act]

Record No.		_
Worker's details		
Surname		Other names
Date of birth	Sex	Occupation
Address		
		Postcode
Telephone no.		WorkCover claim number (WCCN)
Employer's detail	<u>s</u>	
Name		
Address		
		Postcode
Telephone no.		WorkCover number (WCN)
Contact person		
Title		Telephone no.
Insurer's details		
Name		
Address		
		Postcode
Contact person		Telephone no.
-		

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Extract from www.slp.wa.gov.au, see that website for further information

# Injury details

Desc	ription of injury		
Date	injury occurred		
Data	the claim, if any, for compensation by		
	of weekly payments was made on		
empl		Claim number given	by insurer (if known)
· r		0	
Agre	eement		
It has	s been agreed that the worker's degree of perman	ent whole of person im	pairment is —
(a)	at least 15%	1	1
()	do not complete if "Yes" in paragraph (b)	Yes	п
	uo not complete ij res in paragraph $(b)$		
		No	
(b)	at least 25%		
	do not complete if "No" in paragraph (a)	Yes	
		No	
Roce	orded		
NEU	Jucu		
Sig	nature	Г	
-			
of 1	Director	Date	/ /
Copi	ies of record sent		
То	worker		
		Date	/ /
	(signature of person sending co		. ,
То	( 6 ···· · · · · · · · · · · · · · · · ·		
	nlowon	D.(	
em	ployer	Date	/ /
	(signature of person sending co	ppy)	

[Form 32 inserted in Gazette 28 Oct 2005 p. 4944-6.]

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[r. 21]

### Workers' Compensation and Injury Management Act 1981 ASSESSMENT OF DEGREE OF PERMANENT WHOLE OF PERSON IMPAIRMENT [recorded under section 93L(2) of the Act]

Record No.		
XX7171-4*1		
Worker's details		Othersen
Surname		Other names
Date of birth Sex		Occupation
		Occupation
Address		
/ Muless		
		Postcode
Telephone no.		WorkCover claim number (WCCN)
<u>Employer's details</u>		
Name		
Address		
		Postcode
Telephone no.		WorkCover number (WCN)
Contact person		
Title		Telephone no.
Insurer's details		
Name		
Address		
- Indiado		
		Postcode
Contact person		Telephone no.

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Extract from www.slp.wa.gov.au, see that website for further information

# **Injury details**

Date injury occurred Date the claim, if any, for compensation by way of weekly payments was made on employer Claim number given by insurer (if known) Assessment Name of approved medical specialist assessing
Date the claim, if any, for compensation by way of weekly payments was made on employer Claim number given by insurer (if known) Assessment
Date the claim, if any, for compensation by way of weekly payments was made on employer Claim number given by insurer (if known)
Date the claim, if any, for compensation by way of weekly payments was made on employer Claim number given by insurer (if known)
of weekly payments was made on employer       Claim number given by insurer (if known)         Assessment       Claim number given by insurer (if known)
of weekly payments was made on employer       Claim number given by insurer (if known)         Assessment       Claim number given by insurer (if known)
Assessment
Traine of approved medical specialist assessing
Registration
number
Degree of permanent whole of person impairment
%
Copy provided of —
(a) certificate given to the worker under section $146H(1)(b)$ of the Act
(b) certificate referred to in section 93N(1) of the Act on the basis of which $\Box$
the special evaluation was requested ( <i>only required if the assessment</i>
involves a special evaluation as defined in section $146C(4)$ of the Act)
Recorded
http://dtu
Signature
of Director Date / /
Copies of record sent to
Copies of record sent to
worker
Date / /
(signature of person sending copy)
employer
Date / /
(signature of person sending copy)

[Form 33 inserted in Gazette 28 Oct 2005 p. 4946-8.]

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[r. 22]

# Workers' Compensation and Injury Management Act 1981 ELECTION TO RETAIN RIGHT TO SEEK DAMAGES [made under section 93K(4) of the Act]

Registration No.	
<u>Worker's details</u>	
Surname	Other names
Date of birth Sex	Occupation
Address	
	Postcode
Telephone no.	WorkCover claim number (WCCN)
- · · · / ·	(if not known, insurer can provide WCCN)
Employer's details	
Name	
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
Contact person	
Title	Telephone no.
Insurer's details	
Name	
Tune	
Address	
	Postcode
Contact person	Telephone no.

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Extract from www.slp.wa.gov.au, see that website for further information

# **Injury details**

Description of injury		
Date injury occurred		
Date the claim, if any	for compensatio	n hv
way of weekly payme		n by
employer		Claim number given by insurer (if known)
Degree of permanent	whole of person i	impairment
	%	
		the Act, recorded an agreement or assessment as to the f person impairment, and the Record Number is:
Record Number		
Termination da	y	
1. Did a dispute resol question of liabilit	ution authority, a y to make the wee	cting under section 58(1) or (2) of the Act, determine the kly payments claimed?
Yes		If so, answer question 2.
No		If not, skip question 2.
2. Was the question of weekly payment		han 3 months after the day on which compensation by way
Yes		If so, on which date?
No		
		bility is accepted in respect of the weekly payments e day on which compensation by way of weekly payments
Yes		If so, on which date?
No		
4. Has the terminatio	n day been extend	led under section 93M(4) of the Act?
Yes		If so, to which date?
No		
		WARNING
in respect of the same Registration of an elec <i>Compensation and Inju</i>	injury or injuries (s tion may affect you <i>ury Management A</i>	e Director registers it and a subsequent election cannot be made ee section 93L(6) of the Act). ar entitlement to statutory compensation under the <i>Workers'</i> <i>(ct 1981.</i> )
You should	I seek appropria	te independent advice before lodging this form.

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Advice of con	sequences of election		
I have been proper	ly advised of the consequences of making	this election.	
Signature of worker		Date	/ /
<b>Registration</b> (	of this election		
This election form	was lodged under regulation 22 and regis	tered on the d	ay shown below.
Signature of Director		Date	/ /
Copies of elec	tion form sent to		
worker		Date	/ /
employer	(signature of person sending copy)	Date	/ /
	(signature of person sending copy)		

[Form 34 inserted in Gazette 28 Oct 2005 p. 4948-50.]

As at 09 Dec 2005 Version 04-i0-04 Extract from www.slp.wa.gov.au, see that website for further information

[r. 23]

Workers' Compensation and Injury Management Act 1981 APPLICATION TO EXTEND TERMINATION DAY

# [for extension under section 93M(4) of the Act]

Worker's details

Surname	Other	names
Date of birth Sex	Occu	pation
Address		
		Postcode
Telephone no.	Work	Cover claim number (WCCN)
	(if no	t known, insurer can provide WCCN)
<u>Employer's details</u>		· · · · · · · · · · · · · · · · · · ·
Name		
Name		
Address		
Address		
		Postcode
Telephone no.	Work	Cover number (WCN)
Contact person		
Contact person		
Title	Teler	bhone no.
T 1141		
Insurer's details		
Name		
Address		
		Postcode
Contact person	Telep	bhone no.

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т	•	14	•1
In	iurv	deta	IIS

Description of in	jury		
Date injury occur	rred		
Date the claim for	r compensation by way of	of	
weekly payments	s was made on employer	Claim number give	en by insurer (if known)
<b>Termination</b>	<u>day</u>		
	resolution authority, actir bility to make the weekly	ng under section 58(1) or (2) of the payments claimed?	he Act, determine the
Yes		If so, answer question 2.	
No		If not, skip question 2.	
	ion determined more than ments was claimed?	n 3 months after the day on which	h compensation by way
Yes		If so, on which date?	
No			
		ity is accepted in respect of the v ay on which compensation by w	
Yes		If so, on which date?	
No			
4. Has the termin	nation day been extended	under section 93M(4) of the Act	t?
Yes		If so, to which date?	
No			
Extension so	ught		
1. This application	on is for the termination of	lay to be extended in the circums	stances described in —
□ sectio	n 93M(4)(a) of Act	(worker's condition has not st	abilised)
□ sectio	n 93M(4)(b) of Act	(employer failed to comply wi	ith section 930 of Act)
□ sectio	n 93M(4)(c) of Act	(more time required to give do	ocuments to worker)
□ sectio	n 93M(4)(d)(i) of Act	(assessment requested but doc within specified time — not sp	
□ sectio	n 93M(4)(d)(ii) of Act	(assessment requested but doc within specified time — speci	
2. Specify date u	ntil which extension soug	ght.	
Signature			
of worker		Date	/ /

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How to lodge	<u>this form</u>		
1. This form shoul	d be lodged with:		
Director	Dispute Resolution		
WorkCo	over WA		
Perth, V	/A		
	ING THIS FORM ALSO PROVIDE N 23 REQUIRES YOU TO PROVIDE		ELSE THAT
Extension give	en or refused		
The termination da			
is extended	to / /		
is not exter	ided.		
Signature			
of Director		Date	/ /
Copies of exte	nsion sent to		
worker			
		Date	/ /
-	(signature of person sending copy)		
employer			
		Date	/ /
	(signature of person sending copy)		

[Form 35 inserted in Gazette 28 Oct 2005 p. 4951-3.]

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[r. 25]

Workers' Compensation and Injury Management Act 1981 NOTICE TO WORKER ABOUT TERMINATION DAY FOR ELECTION [under section 930 of the Act]

Date on which notice given (insert date)

(Insert name of worker)

(Insert address of worker)

WorkCover claim number (WCCN) (insert number)

Date of injury (insert date)

Date when claim for compensation made on employer: (insert date)

#### **IMPORTANT INFORMATION**

Section 93O of the *Workers' Compensation and Injury Management Act 1981* entitles you to notice of certain things that may affect the damages you could recover in court.

If your cause of action arises on or after 14 November 2005, a court will not be able to award damages for your injury if you do not elect under section 93K of the Act to retain the right to seek damages and have the election registered by WorkCover's Director Dispute Resolution.

On the other hand, registering your election may affect your entitlement to statutory compensation. You should seek advice on whether or not to make an election.

One rule about electing is that, if you claim compensation by way of weekly payments because of your injury, you cannot elect after the termination day (there are exceptions to this rule for AIDS and specified industrial diseases).

Your termination day for this injury is ..... (specify date), which is about 6 months away.

You may be able to apply for the termination day to be extended but an extension can only be given in limited circumstances (see section 93M(4) and (8) of the Act).

Also, before you can elect, an agreement (between you and your employer) or assessment (by an approved medical specialist you select — see the register kept by the Director) about the level of your degree of permanent whole of person impairment has to be made and recorded by the Director. The level agreed or assessed has to be 15% or more.

If you request an assessment, the approved medical specialist can reasonably be expected to take 6 weeks from when you make the request to give you the documents about the outcome of the assessment. In some cases 7 weeks is relevant (see section 93M(4)(d)(ii) of the Act). You need to allow for this time.

### Workers' Compensation and Injury Management Regulations 1982 Appendix I

This notice is a standard document and is not meant to be relied on instead of obtaining appropriate advice.

# **Employer's details**

Name	
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
Title	Telephone no.

[Form 36 inserted in Gazette 28 Oct 2005 p. 4953-4.]

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[r. 47(4)(a)]

Workers' Compensation and Injury Management Act 1981

#### RECORD OF AGREEMENT ABOUT DEGREE OF PERMANENT WHOLE OF PERSON IMPAIRMENT [recorded under section 158B(1)(a)(i) of the Act]

Record No.	
<u>Vorker's details</u>	
Surname	Other names
Date of birth Sex	Occupation
Address	
	Postcode
Telephone no.	WorkCover claim number (WCCN)
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
Title	Telephone no.
Insurer's details	
Name	
Address	

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# Workers' Compensation and Injury Management Regulations 1982 Appendix I

Contact person		Telephone no.	
<b>Injury</b> details			
Description of inj	ury		
Date injury occur	red		
Date the claim, if	any, for compensation by		
way of weekly pa	yments was made on		
employer		Claim number given	by insurer (if known)
Agreement			
It has been agreed	that the worker's degree of perma	anent whole of person in	npairment is —
(a) at least 10	%		
do not con	nplete if "No" in paragraph (b)	Yes	
		No	
(b) less than 1	5%		
do not con	nplete if "No" in paragraph (a)	Yes	
		No	
<u>Recorded</u>			
Store Arres		Г	
Signature			
of Director		Date	/ /
Coning of read	and cont		
Copies of reco	oru sent		
To worker		Г	
		Date	/ /
	(signature of person sending		-
То			
employer		Date	/ /
	(signature of person sending	copy)	

[Form 37 inserted in Gazette 28 Oct 2005 p. 4955-6.]

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[r. 47(4)(b)]

# Workers' Compensation and Injury Management Act 1981 RECORD OF AGREEMENT ABOUT RETRAINING CRITERIA [recorded under section 158B(1)(b)(i) of the Act]

|--|

Worker's details		
Surname		Other names
Date of birth	Sex	Occupation
Address		
		Postcode
Telephone no.		WorkCover claim number (WCCN)

# **Employer's details**

Name	
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
Title	Telephone no.
Insurer's details	
Name	
Address	
	Postcode

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# Workers' Compensation and Injury Management Regulations 1982 Appendix I

Contact person	Telep	hone no.	
Injury details			
Description of injury			
Date injury occurred			
Date the claim, if any, for compensation by	ý		
way of weekly payments was made on			
employer	Claim	number giv	ven by insurer (if known)
Agreement			
It has been agreed that the worker satisfies	all of the retrainin	g criteria de	efined in section 158(1)
of the Act.			
Recorded			
Signature			
of Director		Date	/ /
		Dute	/ /
Copies of record sent			
To worker			
		Date	/ /
(signature of person	sending copy)		ī
То			
employer	1' `	Date	/ /
(signature of person	sending copy)		

[Form 38 inserted in Gazette 28 Oct 2005 p. 4957-8.]

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[r. 48]

Workers' Compensation and Injury Management Act 1981

### APPLICATION TO EXTEND FINAL DAY [for extension under section 158B(4) of the Act]

### Worker's details

Surname	Other names
Date of birth Sex	Occupation
Address	
	Postcode
Telephone no.	WorkCover claim number (WCCN)
	(if not known, insurer can provide WCCN)
Energy details	(if not known, insurer can provide week)
Employer's details	
Name	
Address	
	Postcode
Telephone no.	WorkCover number (WCN)
Contact person	
*	
Title	Telephone no.
Incuraria dataila	
Insurer's details	
Name	
Address	
	Postcode
Contact person	Telephone no.

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# **Injury details**

Description of injury			
Date injury occurred			
Date the claim for con	npensation by way of		
weekly payments was		Claim number giv	en by insurer (if known)
Final day under	section 158B of t	he Act	
1. Did a dispute resol		der section 58(1) or (2) of	the Act, determine the
Yes		If so, answer question 2	
No		If not, skip question 2.	
2. Was the question d of weekly payment		onths after the day on whic	ch compensation by way
Yes		If so, on which date?	
No			
claimed more than was claimed?	3 months after the day or	accepted in respect of the which compensation by w	
Yes		If so, on which date?	
No		•	
2	een extended under sectio	. /	
Yes		If so, to which date?	
No			
Extension sough	<u>nt</u>		
1. This application is	for the final day to be ext	ended under section 158B	(4) of the Act.
2. Specify date until v	which extension sought.		
Signature			
of worker		Date	/ /
How to lodge th	is form		
1. This form should b	e lodged with:		
Director Di	ispute Resolution		
WorkCove	r WA		
Perth, WA			
	G THIS FORM ALSO I 8 REQUIRES YOU TO	PROVIDE ANYTHING F PROVIDE.	ELSE THAT

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Extension given	<u>or refused</u>		
The final day			
is extended to	/ /	7	
is not extended		_	
Signature			
of Director		Date	/ /
Copies of extensi	on sent to		
worker			
		Date	/ /
	(signature of person sending copy)		
employer			
		Date	/ /
	(signature of person sending copy)		

[Form 39 inserted in Gazette 28 Oct 2005 p. 4959-61.]

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[r. 52]

Workers' Compensation and Injury Management Act 1981

#### **Infringement notice**

Serial No. ..... Date ...../...../.....

To: <sup>(1)</sup>
of: <sup>(2)</sup> (2)
It is alleged that on/ at or about <sup>(3)</sup>
at <sup>(4)</sup>
the alleged offender named above committed the following offence —
contrary to section <sup>(5)</sup> of the <i>Workers' compensation and</i>
Injury Management Act 1981.
The modified penalty for this offence is \$

If the alleged offender wishes to be prosecuted for the alleged offence in a court, the modified penalty should not be paid and no reply to this notice is required. The alleged offender may become liable to pay a fine and costs if court proceedings are taken against the alleged offender.

If the alleged offender does **not** wish to be prosecuted for the alleged offence in a court, the amount of the modified penalty may be paid within the period of 28 days after the giving of this notice. Payment may be made by either —

- posting this form and a cheque or money order, made payable to WorkCover Western Australia, for the amount of the modified penalty to the Chief Executive Officer, WorkCover WA, 2 Bedbrook Place, Shenton Park WA 6008; or
- delivering this form, and paying the amount of the modified penalty to an authorised officer\*, at WorkCover WA, 2 Bedbrook Place, Shenton Park WA 6008.

Name and title of authorised officer giving the notice:

.....

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Signature: ..... \*The following are authorised officers for the purposes of receiving payment of modified penalties: ..... (1) Name of alleged offender Address of alleged offender (2)

- (3) Time when offence allegedly committed
- Place where offence allegedly committed
- (4) (5) Section designation

[Form 40 inserted in Gazette 28 Oct 2005 p. 4962-3.]

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[r. 53]

Workers' Compensation and Injury Management Act 1981

#### Withdrawal of infringement notice

Serial No. ..... Date ...../...../.....

To: <sup>(1)</sup>				
of: <sup>(2)</sup>				
alleged offence	tice No of			
contrary to secti	on of <i>t 1981</i> has been wi	the Workers' Co		
The modified pe	enalty of \$			
* has b	een paid and a refu	nd is enclosed.		
* has n	ot been paid and sh	ould not be paid	1.	
* Delete	as appropriate			
Name and title of	of authorised office	r giving this not	ice:	
Signature				
	d offender given the inf			

(2) Address of alleged offender

[Form 41 inserted in Gazette 28 Oct 2005 p. 4963.]

[Appendix I corrigendum in Gazette 23 Apr 1982 p. 1384; amended in Gazette 27 Aug 1982 p. 3427; 25 Jul 1986 p. 2484-5; 26 Feb 1991 p. 939; 8 Mar 1991 p. 1072-6; 28 Jun 1991 p. 3291-4; 3 Apr 1992 p. 1543-5; 5 Feb 1993 p. 1059-60; 29 Oct 1993 p. 5930; 24 Dec 1993 p. 6845-50; 18 Feb 1994 p. 662-4; 24 Jun 1994 p. 2889; 13 Apr 1999 p. 1533-41 (printer's correction in Gazette 16 Apr 1999 p. 1598); 15 Oct 1999 p. 4893-8, 4899, 4900-2, 4907-12; 14 Dec 1999 p. 6151-63; 17 Nov 2000 p. 6317-21; 16 Sep 2003 p. 4104; 26 Oct 2004 p. 4902-13; 21 Jan 2005 p. 276 and 277; 28 Oct 2005 p. 4912-63.]

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# Appendix II

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# [Heading deleted in Gazette 21 Jan 2005 p. 277.]

Table showing present values of \$1.00 per annum payable weekly assuming an effective earning rate of 3% per annum

	Weeks												
Years	0 \$	1 \$	2 \$	3 \$	4 \$	5 \$	6 \$	7 \$	8 \$	9 \$	10 \$	11 \$	12 \$
0	0.000 00	0.019 22	0.038 43	0.057 63	0.076 81	0.095 99	0.115 16	0.134 31	0.153 45	0.172 59	0.191 71	0.210 82	0.229 92
1	0.985 09	1.003 75	1.022 39	1.041 03	1.059 66	1.078 28	1.096 89	1.115 48	1.134 07	1.152 64	1.171 21	1.189 76	1.208 31
2	1.941 48	1.959 59	1.977 70	1.995 80	2.013 88	2.031 96	2.050 02	2.068 08	2.086 12	2.104 16		2.140 20	2.158 20
3	2.870 02	2.887 60	2.905 18	2.922 75	2.940 31	2.957 86	2.975 40	2.992 93	3.010 45	3.027 96		3.062 94	3.080 42
4 5	3.771 51 4.646 74	3.788 58 4.663 32	3.805 65 4.679 89	3.822 71 4.696 45	3.839 76 4.713 00	3.856 79 4.729 55	3.873 82 4.746 08	3.890 84 4.762 60	3.907 85 4.779 11	3.924 85 4.795 62	3.941 84 4.812 11	3.958 82 4.828 60	3.975 79 4.845 07
6 7	5.496 49 6.321 48	5.512 58 6.337 11	5.528 67 6.352 73	5.544 75 6.368 34	5.560 82 6.383 94	5.576 88 6.399 53	5.592 93 6.415 11	5.608 97 6.430 69	5.625 00 6.446 25	5.641 02 6.461 81	5.657 04 6.477 36	5.673 04 6.492 89	5.689 04 6.508 42
8	7.122 44	7.137 62	7.152 78	7.167 94	7.183 08	7.198 22	7.213 35	7.228 47	7.243 58	7.258 69		7.288 87	7.303 94
9	7.900 08	7.914 81	7.929 53	7.944 25	7.958 95	7.973 65	7.988 34	8.003 02	8.017 69	8.032 35		8.061 65	8.076 29
10	8.655 07	8.669 37	8.683 66	8.697 95	8.712 22	8.726 49	8.740 75	8.755 00	8.769 25	8.783 49	8.797 71	8.811 93	8.826 15
11	9.388 06	9.401 95	9.415 82	9.429 69	9.443 55	9.457 41	9.471 25	9.485 09	9.498 92	9.512 74	9.526 55	9.540 36	9.554 16
12	10.099 71	10.113 19	10.126 66	10.140 13	10.153 58	10.167 03	10.180 48	10.193 91	10.207 34	10.220 76	10.234 17	10.247 57	10.260 97
13				10.829 87									
14				11.499 52									
15				12.149 67									
16				12.780 88									
17 18				13.393 71 13.988 68									
10				14.566 33									
20				15.127 15									
21	15.640.66	15.651.00	15.661.32	15.671 64	15.681.96	15.692.26	15,702,57	15.712.86	15,723 15	15,733 44	15,743 72	15,753 99	15.764.26
22				16.200 27									
23				16.713 50									
24				17.211 79									
25				17.695 56									
26				18.165 24									
27 28				18.621 24 19.063 96									
20 29				19.003 90									
30				19.911 09									
31	20.293 19	20.300 88	20,308,56	20.316 24	20.323 91	20.331.58	20.339 25	20.346 91	20.354 57	20.362.22	20.369 87	20.377 51	20.385 15
32				20.709 59									
33				21.091 48									
34				21.462 25									
35				21.822 22									
36				22.171 71									
37 38				22.511 02 22.840 44									
38 39				22.840 44 23.160 27									
40				23.470 79									
41				23.772 26									
42				24.064 95									
43	24.332 94	24.338 34	24.343 72	24.349 11	24.354 49	24.359 87	24.365 25	24.370 62	24.375 99	24.381 36	24.386 73	24.392 09	24.397 45
44				24.625 00									
45	24.877 61	24.882 69	24.887 77	24.892 85	24.897 92	24.903 00	24.908 06	24.913 13	24.918 19	24.923 25	24.928 31	24.933 36	24.938 41
46				25.152 90									
47 48				25.405 38									
48 49				25.650 50 25.888 48									
49 50				26.119 54									

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Appendix II — continued

Weeks													
Years	13 \$	14 \$	15 \$	16 \$	17 \$	18 \$	19 \$	20 \$	21 \$	22 \$	23 \$	24 \$	25 \$
0	0.249 01	¢ 0.268 09	0.287 15	0.306 21	0.325 26	0.344 29	0.363 32	φ 0.382 33	φ 0.401 33	0.420 32	φ 0.439 30	0.458 27	0.477 23
1	1.226 84	1.245 36	1.263 88	1.282 38	1.300 87	1.319 35	1.337 82	1.356 28	1.374 73	1.393 17	1.411 59	1.430 01	1.448 42
2	2.176 19	2.194 18	2.212 15	2.230 11	2.248 06	2.266 01	2.283 94	2.301 86	2.319 77	2.337 67	2.355 56	2.373 45	2.391 32
3	3.097 89	3.115 35	3.132 80		3.167 67	3.185 09	3.202 50	3.219 90	3.237 29	3.254 67	3.272 04	3.289 40	3.306 75
4	3.992 75	4.009 70				4.077 41	4.094 31	4.111 20	4.128 09	4.144 96	4.161 82	4.178 68	4.195 52
5	4.861 54	4.878 00	4.894 44			4.943 73	4.960 14				5.025 69	5.042 05	
6 7	5.705 03 6.523 95	5.721 00	5.736 97	5.752 93	5.768 88	5.784 82	5.800 76	5.816 68	5.832 60	5.848 50	5.864 40	5.880 28	5.896 16
8	0.323 93 7.319 01	6.539 46 7.334 07	6.554 96 7.349 13		6.585 94 7.379 20	6.601 42 7.394 23	6.616 89 7.409 25	6.632 35 7.424 26	6.647 80 7.439 26	6.663 24 7.454 25	6.678 67 7.469 23	6.694 10 7.484 21	6.709 51 7.499 18
9	8.090 92	8.105 55	8.120 16		8.149 36	8.163 95	8.178 53	8.193 10	8.207 67	8.222 22	8.236 77	8.251 31	8.265 84
10	8.840 35	8.854 55	8.868 73		8.897 09	8.911 25	8.925 41	8.939 55	8.953 69	8.967 83	8.981 95	8.996 06	
11	9.567 95	9.581 73	9.595 51	9.609 27	9.623 03	9.636 78	9.650 53	9.664 26	9.677 99	9.691 71	9.705 42	9.719 13	9.732 82
12								10.367 87		10.394 51			
13										11.076 85			
14										11.739 30			
15										12.382 47			
16 17										13.006 90 13.613 14			
18										13.013 14			
19										14.773 17			
20										15.327 97			
21	15.774 52	15.784 77	15.795 02	15.805 27	15.815 51	15.825 74	15.835 96	15.846 19	15.856 40	15.866 61	15.876 81	15.887 01	15.897 20
22										16.389 56			
23										16.897 28			
24 25										17.390 21 17.868 79			
26 27										18.333 42 18.784 52			
28										19.222 49			
29										19.647 69			
30	19.989 94	19.997 80	20.005 65	20.013 50	20.021 35	20.029 19	20.037 03	20.044 86	20.052 69	20.060 51	20.068 33	20.076 15	20.083 96
31										20.461 31			
32										20.850 44			
33 34										21.228 23			
34 35										21.595 02 21.951 12			
36										22.296 85			
30 37										22.632 51			
38										22.958 40			
39										23.274 79			
40	23.529 46	23.535 30	23.541 15	23.546 99	23.552 83	23.558 67	23.564 50	23.570 33	23.576 15	23.581 97	23.587 79	23.593 61	23.599 42
41										23.880 20			
42										24.169 75			
43 44										24.450 86 24.723 79			
44 45										24.725 79 24.988 76			
46										25.246 02			
40 47										25.246 02 25.495 78			
48										25.738 27			
49				25.946 89						25.973 70			
50	26.163 19	26.167 54	26.171 89	26.176 24	26.180 58	26.184 93	26.189 27	26.193 60	26.197 94	26.202 27	26.206 60	26.210 93	26.215 25

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Appendix II — continued

					rippen	We	eks						
Years	26 \$	27 \$	28 \$	29 \$	30 \$	31 \$	32 \$	33 \$	34 \$	35 \$	36 \$	37 \$	38 \$
0	0.496 18	0.515 12	0.534 05	0.552 96	0.571 87	0.590 76	0.609 65	0.628 52	0.647 38	0.666 24	0.685 08	0.703 91	0.722 73
1 2 3 4 5	1.466 82 2.409 18 3.324 09 4.212 36 5.074 75	1.485 20 2.427 03 3.341 42 4.229 19 5.091 09	1.503 58 2.444 87 3.358 74 4.246 00 5.107 42	1.521 94 2.462 70 3.376 06 4.262 81 5.123 73	1.540 30 2.480 52 3.393 36 4.279 61 5.140 04	1.558 64 2.498 33 3.410 65 4.296 39 5.156 34	1.576 98 2.516 13 3.427 93 4.313 17 5.172 63	1.595 30 2.533 92 3.445 20 4.329 94 5.188 91	1.613 61 2.551 70 3.462 46 4.346 70 5.205 18	1.631 92 2.569 47 3.479 72 4.363 45 5.221 44	1.650 21 2.587 23 3.496 96 4.380 19 5.237 70	1.668 49 2.604 98 3.514 19 4.396 92 5.253 94	1.686 76 2.622 72 3.531 41 4.413 64 5.270 17
6 7 8 9 10	5.912 03 6.724 92 7.514 14 8.280 36 9.024 27	5.927 89 6.740 32 7.529 08 8.294 88 9.038 36	5.943 74 6.755 71 7.544 03 8.309 38 9.052 45	5.959 58 6.771 09 7.558 96 8.323 88 9.066 52	5.975 42 6.786 46	5.991 24 6.801 83 7.588 80 8.352 85 9.094 65	6.007 06 6.817 18 7.603 71 8.367 32 9.108 70	6.022 86 6.832 53 7.618 60 8.381 79 9.122 74	6.038 66 6.847 86 7.633 50 8.396 25 9.136 78	6.054 45 6.863 19 7.648 38 8.410 69 9.150 81	6.070 23 6.878 51	6.086.00 6.893 82 7.678 12 8.439 57 9.178 84	6.101 76 6.909 12 7.692 97 8.453 99 9.192 84
11 12 13 14 15	11.128 50 11.789 46	11.141 40 11.801 98	10.474 28 11.154 29 11.814 49	9.787 53 10.487 55 11.167 17 11.827 00 12.467 61	10.500 81 11.180 04 11.839 49	11.192 91 11.851 99	10.527 30 11.205 77 11.864 47	10.540 54 11.218 62 11.876 95	11.231 46 11.889 42	11.244 30 11.901 88	10.580 21 11.257 13 11.914 34	11.269 95 11.926 79	11.282 77 11.939 23
16 17 18 19 20	13.659 04 14.246 29 14.816 43	13.670 50 14.257 41 14.827 23	14.268 53 14.838 03	13.089 56 13.693 39 14.279 64 14.848 81 15.401 41	13.704 83 14.290 75 14.859 60	13.716 26 14.301 84 14.870 37	13.727 69 14.312 94 14.881 14	13.739 11 14.324 02 14.891 90	13.750 52 14.335 10 14.902 66	13.761 92 14.346 18 14.913 41	14.357 24 14.924 16	13.784 72 14.368 30 14.934 90	13.796 10 14.379 36 14.945 63
21 22 23 24 25	16.429 15 16.935 72 17.427 53	16.439 03 16.945 31 17.436 84	16.448 91 16.954 90 17.446 16	15.937 91 16.458 78 16.964 49 17.455 46 17.932 14	16.468 65 16.974 07 17.464 76	16.478 51 16.983 64 17.474 06	16.488 37 16.993 21 17.483 35	16.498 22 17.002 77 17.492 63	16.508 06 17.012 33 17.501 91	16.517 90 17.021 88 17.511 18	16.527 73 17.031 43 17.520 45	16.537 56 17.040 97 17.529 72	16.547 38 17.050 51 17.538 97
26 27 28 29 30	18.818 67 19.255 64 19.679 88	18.827 20 19.263 92 19.687 92	18.835 72 19.272 19 19.695 95	18.394 93 18.844 24 19.280 46 19.703 98 20.115 16	18.852 75 19.288 72 19.712 00	18.861 25 19.296 98 19.720 02	18.869 75 19.305 24 19.728 03	18.878 25 19.313 48 19.736 04	18.886 74 19.321 73 19.744 05	18.895 23 19.329 97 19.752 04	18.903 71 19.338 20 19.760 04	18.912 19 19.346 43 19.768 03	18.920 66 19.354 66 19.776 02
31 32 33 34 35	20.879 90 21.256 83 21.622 78	20.887 25 21.263 97 21.629 72	20.894 60 21.271 11 21.636 64	20.514 37 20.901 95 21.278 24 21.643 57 21.998 26	20.909 29 21.285 37 21.650 49	20.916 63 21.292 49 21.657 41	20.923 96 21.299 61 21.664 32	20.931 29 21.306 73 21.671 23	20.938 61 21.313 84 21.678 13	20.945 94 21.320 94 21.685 03	20.953 25 21.328 05 21.691 93	20.960 56 21.335 15 21.698 82	20.967 87 21.342 24 21.705 71
36 37 38 39 40	22.657 93 22.983 07 23.298 75	22.664 27 22.989 23 23.304 73	22.670 61 22.995 39 23.310 70	22.342 62 22.676 95 23.001 54 23.316 68 23.622 64	22.683 28 23.007 69 23.322 65	22.689 61 23.013 83 23.328 61	22.695 94 23.019 97 23.334 57	22.702 26 23.026 11 23.340 53	22.708 58 23.032 25 23.346 49	22.714 89 23.038 38 23.352 44	22.721 20 23.044 51 23.358 39	22.727 51 23.050 63 23.364 34	22.733 82 23.056 75 23.370 28
41 42 43 44 45	24.191 67 24.472 14 24.744 45	24.197 14 24.477 46 24.749 61	24.202 61 24.482 77 24.754 76	23.919 68 24.208 08 24.488 07 24.759 91 25.023 84	24.213 54 24.493 38 24.765 06	24.219 00 24.498 68 24.770 21	24.224 46 24.503 98 24.775 35	24.229 91 24.509 27 24.780 49	24.235 36 24.514 56 24.785 63	24.240 81 24.519 85 24.790 77	24.246 25 24.525 14 24.795 90	24.251 69 24.530 42 24.801 03	24.257 13 24.535 70 24.806 15
46 47 48 49 50	25.514 69 25.756 63 25.991 52	25.519 41 25.761 21 25.995 97	25.524 13 25.765 79 26.000 42	25.280 07 25.528 84 25.770 37 26.004 86 26.232 53	25.533 56 25.774 95 26.009 31	25.538 27 25.779 52 26.013 74	25.542 97 25.784 09 26.018 18	25.547 68 25.788 66 26.022 62	25.552 38 25.793 22 26.027 05	25.557 08 25.797 78 26.031 48	25.561 78 25.802 34 26.035 90	25.566 47 25.806 90 26.040 33	25.571 16 25.811 45 26.044 75

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Appendix II — continued

					II.	We	eks						
Years	39 \$	40 \$	41 \$	42 \$	43 \$	44 \$	45 \$	46 \$	47 \$	48 \$	49 \$	50 \$	51 \$
0	0.741 54	0.760 34	0.779 12	0.797 90	0.816 67	0.835 42	0.854 17	0.872 90	0.891 63	0.910 34	0.929 04	0.947 73	0.966 41
1	1.705 02	1.723 27	1.741 52	1.759 75	1.777 97	1.796 17	1.814 37	1.832 56	1.850 74	1.868 91	1.887 07	1.905 21	1.923 35
2	2.640 45	2.658 17	2.675 88	2.693 58	2.711 27	2.728 94	2.746 61	2.764 27	2.781 92	2.799 56	2.817 19	2.834 81	2.852 42
3	3.548 63	3.565 83	3.583 02	3.600 21	3.617 38	3.634 55	3.651 70	3.668 84	3.685 98	3.703 10	3.720 22	3.737 33	3.754 42
4	4.430 35	4.447 06	4.463 75	4.480 43	4.497 11	4.513 77	4.530 42	4.547 07	4.563 71	4.580 33	4.596 95	4.613 56	4.630 15
5	5.286 40	5.302 62	5.318 82	5.335 02	5.351 21	5.367 39	5.383 56	5.399 72	5.415 87	5.432 01	5.448 14	5.464 27	5.480 38
6	6.117 51	6.133 26	6.148 99	6.164 72	6.180 43	6.196 14	6.211 84	6.227 53	6.243 21	6.258 88	6.274 54	6.290 20	6.305 84
7	6.924 42	6.939 70	6.954 98	6.970 25	6.985 50	7.000 75	7.016 00	7.031 23	7.046 45	7.061 67	7.076 88	7.092 07	7.107 26
8 9	7.707 82 8.468 41	7.722 66 8.482 81	7.737 49 8.497 21	7.752 31 8.511 60	7.767 13 8.525 99	7.781 93 8.540 36	7.796 73 8.554 73	7.811 52 8.569 09	7.826 30 8.583 44	7.841 07 8.597 78	7.855 84 8.612 11	7.870 59 8.626 44	7.885 34 8.640 76
9 10	9.206 84	9.220 83	9.234 81	9.248 78	8.323 99 9.262 74	9.276 70	8.334 73 9.290 65	9.304 59	8.383 44 9.318 52	9.332 44	9.346 36	9.360 27	9.374 17
11	9.923 76	9.937 34	9.950 92	9,964 48	9.978 04						10.059 22		
11											10.039 22		
12											11.423 26		
14											12.075 63		
15											12.709 00		
16	13.207 07	13.218 78	13.230 49	13.242 19	13.253 89	13.265 58	13.277 26	13.288 93	13.300 60	13.312 26	13.323 92	13.335 56	13.347 21
17											13.920 93		
18											14.500 55		
19											15.063 29		
20	15.505 82	15.516 23	15.526 63	15.537 03	15.547 42	15.557 80	15.568 18	15.578 55	15.588 92	15.599 28	15.609 63	15.619 98	15.630 33
21											16.140 07		
22											16.655 06		
23											17.155 04		
24 25											17.640 47 18.111 75		
26 27											18.569 31 19.013 54		
28											19.013 34 19.444 83		
29											19.863 57		
30											20.270 10		
31	20.589 79	20.597 31	20.604 83	20.612 34	20.619 85	20.627 35	20.634 85	20.642 34	20.649 83	20.657 31	20.664 79	20.672 27	20.679 74
32											21.047 99		
33	21.349 33	21.356 42	21.363 51	21.370 59	21.377 66	21.384 73	21.391 80	21.398 86	21.405 92	21.412 98	21.420 03	21.427 08	21.434 12
34											21.781 23		
35	22.065 27	22.071 96	22.078 63	22.085 31	22.091 97	22.098 64	22.105 30	22.111 96	22.118 61	22.125 26	22.131 91	22.138 55	22.145 19
36											22.472 38		
37											22.802 93		
38											23.123 85		
39 40											23.435 42 23.737 92		
41 42											24.031 61 24.316 75		
42											24.593 58		
44											24.862 35		
45											25.123 29		
46	25.328 49	25,333 31	25,338 14	25,342,96	25,347 77	25,352,59	25,357 40	25,362,21	25,367.02	25.371.82	25.376 63	25,381 42	25,386.22
47											25.622 59		
48											25.861 38		
49											26.093 22		
50	26.275 54	26.279 83	26.284 11	26.288 40	26.292 68	26.296 96	26.301 23	26.305 51	26.309 78	26.314 05	26.318 31	26.322 57	26.326 84
-													

[Appendix II amended in Gazette 17 Nov 2000 p. 6322; 21 Jan 2005 p. 277.]

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As at 09 Dec 2005

# Appendix III

[r. 19E]

#### **Report No. 118 of the National Acoustic Laboratories**

#### Appendix 3

#### Binaural tables for determining percentage loss of hearing

January, 1988

It is recommended that the following procedure be used to assess binaural percentage loss of hearing.

- 1. Measure the hearing threshold levels (HTLs) of the person at the audiometric frequencies 500, 1000, 1500, 2000, 3000 and 4000 Hz.
- 2. Determine the better and worse ears at each of these frequencies. At a particular frequency, the better ear is the ear with the smaller HTL. The better ear at one frequency may be the worse at another.
- 3. Using the HTLs of the better and worse ears, read the percentage loss of hearing (PLH) at each frequency from the appropriate table (Table RB-500, RB-1000, RB-1500, RB-2000, RB-3000 or RB-4000) and add these 6 values together to obtain the overall binaural PLH.

		Exan	nple		
	HEA	RING THRE	SHOLD LE	VELS	
Frequency	Right Ear	Left Ear	Better Ear	Worse Ear	PLH
500	40	10	10	40	1.7
1000	45	25	25	45	4.2
1500	50	40	40	50	7.1
2000	55	55	55	55	8.4
3000	60	70	60	70	6.5
4000	65	85	65	85 Overall Binaur	7.1 al PLH = 35.0%
					arr Lrr = 33.0%

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## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 500 Hz

## HTL – BETTER EAR

	≤15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤15	0																	
20	0.4	0.6																Н
25	0.6	1.0	1.4															Т
30	1.0	1.4	2.0	2.8														L
35	1.3	1.8	2.5	3.4	4.5													
40	1.7	2.2	3.0	3.9	5.1	6.4												W
45	2.0	2.6	3.4	4.3	5.5	6.8	8.1											0
50	2.3	2.9	3.7	4.7	5.8	7.1	8.4	9.7										R
55	2.5	3.2	4.0	5.0	6.1	7.3	8.6	9.9	11.2									S
60	2.7	3.4	4.2	5.2	6.3	7.5	8.8	10.0	11.3	12.6								Е
65	2.8	3.5	4.4	5.4	6.5	7.7	8.9	10.2	11.5	12.7	14.0							
70	2.9	3.7	4.5	5.5	6.6	7.8	9.1	10.3	11.6	12.9	14.2	15.5						Е
75	3.0	3.8	4.7	5.7	6.8	8.0	9.2	10.5	11.8	13.1	14.5	15.7	16.9					Α
80	3.1	3.9	4.8	5.8	6.9	8.1	9.3	10.6	12.0	13.3	14.7	16.0	17.2	18.2				R
85	3.2	4.0	4.9	5.9	7.0	8.2	9.4	10.7	12.1	13.5	14.9	16.2	17.4	18.4	19.1			
90	3.4	4.1	5.0	6.0	7.1	8.3	9.5	10.8	12.2	13.6	15.0	16.3	17.6	18.5	19.2	19.7		
≤95	3.4	4.2	5.1	6.1	7.1	8.3	9.5	10.8	12.2	13.6	15.0	16.4	17.6	18.6	19.3	19.7	20.0	

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## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 1000 Hz

## HTL – BETTER EAR

	≤15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤15	0																	
20	0.5	0.8																
25	0.8	1.2	1.8															Н
30	1.2	1.7	2.5	3.5														Т
35	1.7	2.3	3.1	4.3	5.7													L
40	2.1	2.8	3.7	4.9	6.3	8.0												
45	2.5	3.3	4.2	5.4	6.9	8.5	10.2											W
50	2.8	3.6	4.7	5.9	7.3	8.8	10.5	12.1										0
55	3.1	3.9	5.0	6.2	7.6	9.1	10.7	12.4	14.0									R
60	3.3	4.2	5.3	6.5	7.9	9.4	11.0	12.6	14.2	15.7								S
65	3.5	4.4	5.5	6.7	8.1	9.6	11.2	12.8	14.4	15.9	17.5							Е
70	3.7	4.6	5.7	6.9	8.3	9.8	11.3	12.9	14.6	16.2	17.8	19.4						
75	3.8	4.7	5.8	7.1	8.5	10.0	11.5	13.1	14.8	16.4	18.1	19.7	21.1					Е
80	3.9	4.9	6.0	7.3	8.6	10.1	11.7	13.3	15.0	16.7	18.4	20.0	21.5	22.7				Α
85	4.1	5.0	6.2	7.4	8.8	10.3	11.8	13.4	15.1	16.9	18.6	20.3	21.7	23.0	23.9			R
90	4.2	5.2	6.3	7.5	8.9	10.3	11.9	13.5	15.2	17.0	18.7	20.4	21.9	23.2	24.1	24.6		
≤95	4.3	5.3	6.4	7.6	8.9	10.3	11.9	13.5	15.2	17.0	18.7	20.5	22.0	23.3	24.2	24.7	25.0	

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## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 1500 Hz

## HTL – BETTER EAR

	≤15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤15	0																	
20	0.4	0.6																
25	0.6	1.0	1.4															Н
30	1.0	1.4	2.0	2.8														Т
35	1.3	1.8	2.5	3.4	4.5													L
40	1.7	2.2	3.0	3.9	5.1	6.4												
45	2.0	2.6	3.4	4.3	5.5	6.8	8.1											W
50	2.3	2.9	3.7	4.7	5.8	7.1	8.4	9.7										0
55	2.5	3.2	4.0	5.0	6.1	7.3	8.6	9.9	11.2									R
60	2.7	3.4	4.2	5.2	6.3	7.5	8.8	10.0	11.3	12.6								S
65	2.8	3.5	4.4	5.4	6.5	7.7	8.9	10.2	11.5	12.7	14.0							Е
70	2.9	3.7	4.5	5.5	6.6	7.8	9.1	10.3	11.6	12.9	14.2	15.5						
75	3.0	3.8	4.7	5.7	6.8	8.0	9.2	10.5	11.8	13.1	14.5	15.7	16.9					Е
80	3.1	3.9	4.8	5.8	6.9	8.1	9.3	10.6	12.0	13.3	14.7	16.0	17.2	18.2				А
85	3.2	4.0	4.9	5.9	7.0	8.2	9.4	10.7	12.1	13.5	14.9	16.2	17.4	18.4	19.1			R
90	3.4	4.1	5.0	6.0	7.1	8.3	9.5	10.8	12.2	13.6	15.0	16.3	17.6	18.5	19.2	19.7		
≤95	3.4	4.2	5.1	6.1	7.1	8.3	9.5	10.8	12.2	13.6	15.0	16.4	17.6	18.6	19.3	19.7	20.0	

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## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 2000 Hz

## HTL – BETTER EAR

	≤15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤15	0																	
20	0.3	0.5																
25	0.5	0.7	1.1															Н
30	0.7	1.0	1.5	2.1														Т
35	1.0	1.4	1.9	2.5	3.4													L
40	1.3	1.7	2.2	2.9	3.8	4.8												
45	1.5	1.9	2.5	3.3	4.1	5.1	6.1											W
50	1.7	2.2	2.8	3.5	4.4	5.3	6.3	7.3										0
55	1.9	2.4	3.0	3.7	4.6	5.5	6.4	7.4	8.4									R
60	2.0	2.5	3.1	3.9	4.7	5.6	6.6	7.5	8.5	9.4								S
65	2.1	2.6	3.3	4.0	4.9	5.7	6.7	7.6	8.6	9.6	10.5							Е
70	2.2	2.7	3.4	4.1	5.0	5.9	6.8	7.8	8.7	9.7	10.7	11.6						
75	2.3	2.8	3.5	4.3	5.1	6.0	6.9	7.9	8.9	9.9	10.8	11.8	12.7					Е
80	2.4	2.9	3.6	4.4	5.2	6.1	7.0	8.0	9.0	10.0	11.0	12.0	12.9	13.6				Α
85	2.4	3.0	3.7	4.4	5.3	6.1	7.1	8.1	9.1	10.1	11.1	12.1	13.0	13.8	14.3			R
90	2.5	3.1	3.8	4.5	5.3	6.2	7.1	8.1	9.1	10.2	11.2	12.2	13.2	13.9	14.4	14.8		
≤95	2.6	3.2	3.8	4.6	5.4	6.2	7.1	8.1	9.1	10.2	11.3	12.3	13.2	14.0	14.5	14.8	15.0	

As at 09 Dec 2005 Version 04-i0-04 Extract from www.slp.wa.gov.au, see that website for further information

## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 3000 Hz

## HTL – BETTER EAR

	≤15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤15	0																	
20	0.2	0.3																
25	0.3	0.5	0.7															Н
30	0.5	0.7	1.0	1.4														Т
35	0.7	0.9	1.2	1.7	2.3													L
40	0.8	1.1	1.5	2.0	2.5	3.2												
45	1.0	1.3	1.7	2.2	2.7	3.4	4.1											W
50	1.1	1.4	1.9	2.3	2.9	3.5	4.2	4.8										0
55	1.2	1.6	2.0	2.5	3.0	3.6	4.3	4.9	5.6									R
60	1.3	1.7	2.1	2.6	3.1	3.7	4.4	5.0	5.6	6.3								S
65	1.4	1.8	2.2	2.7	3.2	3.8	4.4	5.1	5.7	6.4	7.0							Е
70	1.5	1.8	2.3	2.8	3.3	3.9	4.5	5.2	5.8	6.5	7.1	7.7						
75	1.5	1.9	2.3	2.8	3.4	4.0	4.6	5.2	5.9	6.6	7.2	7.8	8.4					Е
80	1.6	2.0	2.4	2.9	3.4	4.0	4.7	5.3	6.0	6.6	7.3	8.0	8.6	9.1				А
85	1.6	2.0	2.5	3.0	3.5	4.1	4.7	5.4	6.0	6.7	7.4	8.1	8.7	9.2	9.5			R
90	1.7	2.1	2.5	3.0	3.5	4.1	4.7	5.4	6.1	6.8	7.5	8.2	8.8	9.2	9.6	9.8		
≤95	1.7	2.1	2.6	3.0	3.6	4.1	4.7	5.4	6.1	6.8	7.5	8.2	8.8	9.3	9.6	9.8	10.0	

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#### Table EB — 4000

## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 4000 Hz

## HTL – BETTER EAR

	≤20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤20	0																
25	0.1	0.2															Н
30	0.2	0.3	0.5														Т
35	0.3	0.4	0.6	0.9													L
40	0.4	0.5	0.8	1.0	1.5												
45	0.5	0.7	0.9	1.2	1.6	2.1											W
50	0.6	0.8	1.0	1.4	1.7	2.2	2.6										0
55	0.6	0.8	1.1	1.5	1.8	2.2	2.7	3.1									R
60	0.7	0.9	1.2	1.5	1.9	2.3	2.7	3.2	3.6								S
65	0.7	1.0	1.3	1.6	2.0	2.4	2.8	3.2	3.6	4.0							Е
70	0.8	1.0	1.3	1.6	2.0	2.4	2.8	3.2	3.7	4.1	4.5						
75	0.8	1.1	1.4	1.7	2.1	2.5	2.9	3.3	3.7	4.1	4.5	4.9					Е
80	0.9	1.1	1.4	1.7	2.1	2.5	2.9	3.3	3.8	4.2	4.6	5.0	5.3				А
85	0.9	1.2	1.4	1.8	2.1	2.5	2.9	3.4	3.8	4.3	4.7	5.1	5.4	5.7			R
90	0.9	1.2	1.5	1.8	2.2	2.6	3.0	3.4	3.8	4.3	4.7	5.1	5.5	5.7	5.9		
≤95	1.0	1.2	1.5	1.8	2.2	2.6	3.0	3.4	3.9	4.3	4.8	5.2	5.5	5.7	5.9	6.0	

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#### **Table EB** — 6000

## Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 6000 Hz

## HTL – BETTER EAR

	≤25	30	35	40	45	50	55	60	65	70	75	80	85	90	≤95	
≤25	0															
30	0.1	0.2														Н
35	0.2	0.3	0.4													Т
40	0.3	0.4	0.5	0.7												L
45	0.3	0.4	0.6	0.8	1.0											
50	0.4	0.5	0.7	0.9	1.1	1.3										W
55	0.4	0.5	0.7	0.9	1.1	1.3	1.5									0
60	0.4	0.6	0.7	0.9	1.1	1.4	1.6	1.8								R
65	0.5	0.6	0.8	1.0	1.2	1.4	1.6	1.8	2.0							S
70	0.5	0.6	0.8	1.0	1.2	1.4	1.6	1.8	2.0	2.2						Е
75	0.5	0.7	0.8	1.0	1.2	1.4	1.7	1.9	2.1	2.3	2.5					
80	0.6	0.7	0.9	1.1	1.3	1.5	1.7	1.9	2.1	2.3	2.5	2.7				Е
85	0.6	0.7	0.9	1.1	1.3	1.5	1.7	1.9	2.1	2.3	2.5	2.7	2.8			А
90	0.6	0.7	0.9	1.1	1.3	1.5	1.7	1.9	2.2	2.4	2.6	2.7	2.8	2.9		R
≤95	0.6	0.8	0.9	1.1	1.3	1.5	1.7	1.9	2.2	2.4	2.6	2.7	2.8	2.9	3.0	

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#### Appendix 7

#### **Binaural extension tables**

January, 1988

These tables replace Table RB-4000 in the binaural tables given in Appendix 3 when it is necessary to determine binaural PLH over the range 500 to 8000 Hz. The weighting of 10% given to 4000 Hz in Appendix 3 has been split between 4000, 6000 and 8000 Hz, with 4000 Hz receiving 6%, 6000 Hz 3% and 8000 Hz 1%. When determining binaural PLH over the range 500 to 8000 Hz, the appropriate tables from Appendix 3 are used for the frequencies 500, 1000, 1500, 2000 and 3000 Hz and the relevant tables given in this Appendix are used for the frequencies 4000, 6000 and 8000 Hz.

#### Example

	]	Hearing Thres	shold Levels		
Frequency	Right	Left	Better	Worse	PLH
	Ear	Ear	Ear	Ear	
500	40	10	10	40	1.7
1000	45	25	25	45	4.2
1500	50	40	40	50	7.1
2000	55	55	55	55	8.4
3000	60	70	60	70	6.5
4000	65	85	65	85	4.3
6000	55	75	55	75	1.7
8000	45	65	45	65	0.4
			Ove	rall Binaural P	LH = 34.3%

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#### Table EB — 8000

Values of percentage loss of hearing corresponding to given hearing threshold levels in the better and worse ears at 8000 Hz

## HTL – BETTER EAR

	≤30 35	40	45	50	55	60	65	70	75	80	85	≤90	
≤30	0												Н
35	0.1 0.1	1											Т
40	0.1 0.2	2 0.2											L
45	0.1 0.2	2 0.3	0.3										
50	0.2 0.2	2 0.3	0.3	0.4									W
55	0.2 0.2	2 0.3	0.4	0.4	0.5								0
60	0.2 0.2	2 0.3	0.4	0.4	0.5	0.6							R
65	0.2 0.3	3 0.3	0.4	0.5	0.5	0.6	0.7						S
70	0.2 0.3	3 0.3	0.4	0.5	0.5	0.6	0.7	0.7					Е
75	0.2 0.3	3 0.3	0.4	0.5	0.5	0.6	0.7	0.8	0.8				
80	0.2 0.3	3 0.3	0.4	0.5	0.6	0.6	0.7	0.8	0.8	0.9			Е
85	0.2 0.3	3 0.4	0.4	0.5	0.6	0.6	0.7	0.8	0.8	0.9	0.9		А
≤90	0.2 0.3	3 0.4	0.4	0.5	0.6	0.6	0.7	0.8	0.8	0.9	0.9	1.0	R

[Appendix III inserted in Gazette 26 Feb 1991 p. 947-56; 30 Jun 2003 p. 2637-8.]

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## Appendix IV — Registered agents code of conduct

[r. 26]

[Heading inserted in Gazette 28 Oct 2005 p. 4964.]

#### 1. Duties of registered agent

It is the duty of a registered agent —

- (a) to comply with the provisions of the Act, any subsidiary legislation made under the Act and the conditions of registration;
- (b) not to engage in conduct which is illegal or dishonest or which may otherwise bring registered agents into disrepute or which is prejudicial to the administration of the workers' compensation and injury management system; and
- (c) to be competent as a registered agent.

[Clause 1 inserted in Gazette 28 Oct 2005 p. 4964.]

#### 2. Integrity and diligence

- (1) A registered agent must not attempt to further a client's case by unethical or dishonest means.
- (2) A registered agent must not knowingly assist or seek to induce another person to breach this code of conduct.
- (3) A registered agent must treat clients fairly and in good faith, giving due regard to a client's position of dependence upon the agent, and the high degree of trust which a client is entitled to place on the agent.
- (4) A registered agent must always be completely frank and open with a client and with all others so far as the interests of the client permit and must at all times give a client a candid opinion on any matter in which the agent acts for that client.
- (5) A registered agent must take such action consistent with the agent's retainer as is necessary and reasonably available to protect and advance a client's interests.
- (6) A registered agent must at all times use his or her best endeavours to complete work on behalf of a client as soon as is reasonably possible, and if a registered agent accepts instructions and it is, or becomes,

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apparent to the agent that the work cannot be done within a reasonable time, the agent must so inform the client.

- (7) A registered agent must not take unnecessary steps or do work in such a manner as to increase proper costs to the client.
- (8) If it is in the best interests of the client of a registered agent to do so, the agent must endeavour to reach a solution by settlement rather than commence or continue proceedings.

[Clause 2 inserted in Gazette 28 Oct 2005 p. 4964-5.]

#### **3.** Confidentiality

- (1) A registered agent must strive to establish and maintain a relationship of trust and confidence with clients.
- (2) A registered agent must impress upon a client that the agent cannot adequately serve the client without knowing everything that might be relevant to the client's interests and that the client should not withhold information that the client might think is embarrassing or harmful to the client's interests.
- (3) A registered agent must not, without the client's consent, directly or indirectly reveal a client's confidence, or use the confidence in any way detrimental to the interests of that client, or lend or reveal the contents of the confidence in any brief or instructions to any person except to the extent —
  - (a) required by law, rules of court or court order; or
  - (b) necessary for replying to or defending any charge or complaint of criminal conduct or misconduct contrary to this code brought against the agent.
- (4) A registered agent's duties under this clause towards a particular client continue after the agent has ceased to act for the client.

[Clause 3 inserted in Gazette 28 Oct 2005 p. 4965-6.]

#### 4. Conflict of interest

(1) A registered agent must at all times make a full and frank disclosure to a client of any conflict of interest that the registered agent has or may have in any matter concerning that client.

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- (2) A registered agent must not act or continue to act on behalf of a client if to do so would or may give rise to a conflict of interest adverse to the client unless the client has been fully informed of the nature and implications of the conflict and consents to the registered agent acting or continuing to act on behalf of the client.
- (3) A registered agent must not give advice or guidance to a person where the registered agent knows that the interests of that person are in conflict or likely to be in conflict with the interests of the agent's client, other than advice to secure the services of another representative.

[Clause 4 inserted in Gazette 28 Oct 2005 p. 4966.]

#### 5. Proceedings

- (1) Subject to this code of conduct, a registered agent must provide advice and conduct each case and matter in the manner the agent considers most advantageous to the agent's client.
- (2) A registered agent must not knowingly deceive or mislead the Commissioner, an officer of the DRD or any other officer of WorkCover WA, a client or any other person involved in a matter in respect of which the agent has been retained.
- (3) A registered agent must at all times
  - (a) act with due courtesy to the Commissioner, officers of the DRD and other officers of WorkCover WA, legal practitioners, other registered agents, their own clients and other parties to the dispute;
  - (b) use his or her best endeavours to avoid unnecessary expense and waste of a dispute resolution authority's time;
  - (c) when so requested, inform the Director of the probable length of a proceeding;
  - (d) inform the Director of the possibility of a settlement provided the agent can do so without revealing the existence or content of "without prejudice" communications; and
  - (e) subject to this code of conduct, inform the Director of any development that affects the information already before a dispute resolution authority.

- (4) In cross examination which goes to a matter in issue, a registered agent may put questions suggesting fraud, misconduct or the commission of an offence provided that the agent is satisfied that the matters suggested are part of the case of the agent's client and the agent has no reason to believe that they are only put forward for the purpose of impugning the witness's character.
- (5) Questions which affect the credibility of a witness by attacking the witness's character, but which are otherwise not relevant to the actual inquiry, must not be put in cross examination unless there are reasonable grounds to support the imputation conveyed by such questions.

[Clause 5 inserted in Gazette 28 Oct 2005 p. 4966-7.]

#### 6. Advertising

A registered agent must not engage in promotional conduct or advertising about the agent's skills, experience, fees or results in a manner which is misleading or deceptive, or likely to mislead or deceive.

[Clause 6 inserted in Gazette 28 Oct 2005 p. 4967.]

#### 7. Withdrawal

- (1) A registered agent must recognise that a client is entitled to change representative at any time without giving a reason and must take all reasonable steps to facilitate such a change should a client so request.
- (2) If a client engages another registered agent in a matter and that agent is of the opinion that the conduct of a preceding representative in the matter warrants the making of a complaint, the agent must so advise the client.
- (3) A registered agent may withdraw from representing a client
  - (a) at any time and for any reason if withdrawal will cause no significant harm to the client's interests and the client is fully informed of the consequences of withdrawal and voluntarily assents to it;
  - (b) if the registered agent reasonably believes that continued engagement in the case or matter would be likely to have a seriously adverse effect upon the agent's health;

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- (c) if the client, without lawful excuse, refuses or fails to comply with a written agreement regarding fees or expenses;
- (d) if the client made material misrepresentations about the facts of the case or matter to the agent;
- (e) if the agent has an interest in any case or matter which the agent is concerned may be adverse to that of the client;
- (f) if such action is necessary to avoid the agent breaching this code of conduct; or
- (g) if any other good cause exists.
- (4) If a registered agent withdraws from representing a client the agent must take reasonable care to avoid foreseeable harm to the client including
  - (a) giving due notice to the client;
  - (b) allowing reasonable time for the substitution of a new agent;
  - (c) cooperating with the new agent; and
  - (d) promptly turning over all papers and property and paying to the client any moneys to which the client is entitled.
- (5) If a registered agent withdraws from representing a client the agent must give written notice of the withdrawal to the Director and other parties to the proceeding.

[Clause 7 inserted in Gazette 28 Oct 2005 p. 4967-9.]

#### 8. Fees

- (1) A registered agent must before commencing to act for a client inform the client in writing of the maximum costs the registered agent can charge and the basis for calculation of the costs of the agent.
- (2) Upon receiving the advice the client must sign an acknowledgment of the information.
- (3) During the course of a retainer, a registered agent must promptly advise the client of any circumstances likely to have a substantial effect on the amount, or basis of calculation, of such costs or any disbursements.
- (4) A registered agent must issue appropriate receipts for services provided to a client.

(5) A registered agent must not charge more than is reasonable for his or her services, having regard to the complexity of the matter, the time and skill involved, and any costs determination published under section 273 of the Act.

[Clause 8 inserted in Gazette 28 Oct 2005 p. 4969.]

#### 9. Records

- (1) A registered agent must keep adequate records of
  - (a) moneys received on behalf of clients;
  - (b) disbursement made on behalf of clients; and
  - (c) time spent on cases.
- (2) Records kept under this clause must be available for inspection by WorkCover WA.

[Clause 9 inserted in Gazette 28 Oct 2005 p. 4969.]

#### 10. Trust moneys

A registered agent must not hold for or on behalf of a client or other party any moneys in trust without the written authorisation of that person.

[Clause 10 inserted in Gazette 28 Oct 2005 p. 4970.]

#### 11. Costs

- (1) A registered agent must not, in the course of his or her business give, or agree to give, an allowance in the nature of an introduction fee or spotter's fee to any person for introducing business to him or her and must not receive any similar allowance from any person for introducing or recommending clients to that person.
- (2) A registered agent must, as soon as practicable after being requested by a client, render a bill of costs covering all work performed for the client to which the request relates.

[Clause 11 inserted in Gazette 28 Oct 2005 p. 4970.]

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## Appendix V — Prescribed offences and modified penalties

[r. 50, 51]

Item	Section of Act	Description of offence	Modified penalty
1.	57A(3)	Failing to provide notice	\$200.00
2.	57A(4)	Failing to cause notification to be accompanied by means for conveying information in machine-readable form	\$200.00
3.	57B(2)	Failing to make first weekly payment or give notice	\$200.00
4.	57B(2b)	Failing to notify WorkCover WA of having declined to indemnify employer	\$200.00
5.	57B(3)	Failing to cause notification to be accompanied by means for conveying information in machine-readable form	\$200.00
6.	57C(2)	Failing to notify WorkCover WA after weekly payments commenced	\$200.00
7.	57C(4)	Failing to notify WorkCover WA of discontinuance of weekly payments	\$200.00
8.	61(2a)(a)	Failing to give notice of intention to discontinue or reduce weekly payments	\$400.00
9.	61(2a)(b)	Failing to give notice that complies with section 61(2) of the Act	\$400.00
10.	70(2)	Failing to furnish worker with copy of report	\$400.00
11.	75(2)	Giving notice contrary to section 75(1) of the Act	\$200.00
12.	103A(2)	Furnishing WorkCover WA with false information or return	\$400.00
13.	109(3)	Failing to pay contribution or instalment	\$400.00
14.	109(4b)	Failing to send particulars to WorkCover WA	\$400.00
15.	109(6)	Failing to send return or statutory declaration to WorkCover WA	\$400.00

[Heading inserted in Gazette 28 Oct 2005 p. 4970.]

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Item	Section of Act	Description of offence	Modified penalty
16.	152	Charging a premium rate loading of more than 75% without permission	\$200.00
17.	155D(3)	Failing to take reasonable action to discharge and comply with employer's obligations	\$400.00
18.	160(3)	Failing to insure employer for full amount of liability to pay compensation	\$400.00
19.	160(3a)	Failing to notify employer of cancellation of insurance	\$200.00
20.	160(5)	Declining to indemnify employer	\$400.00
21.	162(1a)	Issuing or renewing policy in respect of certain industrial diseases	\$200.00
22.	165(5)	Failing to give securities to State as directed by Minister	\$200.00
23.	171(1)	Failing to transmit to WorkCover WA statements and means for conveying information in machine-readable form	\$200.00
24.	180(5)	Failing to comply with request to provide copy of relevant document	\$200.00

[Appendix V inserted in Gazette 28 Oct 2005 p. 4970-2.]

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## Notes

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This is a compilation of the *Workers' Compensation and Injury Management Regulations 1982* and includes the amendments made by the other written laws referred to in the following table. The table also contains information about any reprint.

Citation	Gazettal	Commencement		
Workers' Compensation and Assistance Regulations 1982 <sup>5, 6</sup>	8 Apr 1982 p. 1229-50 (Corrigendum 23 Apr 1982 p. 1384)	3 May 1982 (see r. 2 and <i>Gazette</i> 8 Apr 1982 p. 1205)		
Workers' Compensation and Assistance Amendment Regulations 1982	14 May 1982 p. 1519	14 May 1982		
Workers' Compensation and Assistance Amendment Regulations (No. 2) 1982	27 Aug 1982 p. 3427-9	27 Aug 1982		
Workers' Compensation and Assistance Amendment Regulations 1983	30 Dec 1983 p. 5121	30 Dec 1983		
Workers' Compensation and Assistance Amendment Regulations 1986	25 Jul 1986 p. 2484-5	25 Jul 1986 (see r. 2 and <i>Gazette</i> 25 Jul 1986 p. 2453)		
Workers' Compensation and Assistance Amendment Regulations 1987	22 May 1987 p. 2193	22 May 1987 (see r. 2 and Gazette 22 May 1987 p. 2167)		
Workers' Compensation and Assistance Amendment Regulations (No. 2) 1987	19 Jun 1987 p. 2410	1 Jul 1987 (see r. 2)		
Workers' Compensation and Assistance Amendment Regulations 1988	2 Sep 1988 p. 3464	2 Sep 1988		
Workers' Compensation and Assistance Amendment Regulations (No. 2) 1989	22 Sep 1989 p. 3490-1	22 Sep 1989		
Workers' Compensation and Assistance Amendment Regulations 1991	26 Feb 1991 p. 931-56	1 Mar 1991 (see r. 2 and <i>Gazette</i> 1 Mar 1991 p. 967)		

## **Compilation table**

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Citation	Gazettal	Commencement
Workers' Compensation and Assistance Amendment Regulations (No. 2) 1991	8 Mar 1991 p. 1071-6	8 Mar 1991 (see r. 2 and <i>Gazette</i> 8 Mar 1991 p. 1030)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 3) 1991	28 Jun 1991 p. 3291-4	1 Jul 1991 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 4) 1991	6 Dec 1991 p. 6118-19	6 Dec 1991
Workers' Compensation and Rehabilitation Amendment Regulations (No. 2) 1992	3 Apr 1992 p. 1540-1	3 Apr 1992
Workers' Compensation and Rehabilitation Amendment Regulations 1992	3 Apr 1992 p. 1541-5	3 Apr 1992
Reprint of the <i>Workers' Compensation</i> 30 Apr 1992 (includes amendments list		tion Regulations 1982 as at
Workers' Compensation and Rehabilitation Amendment Regulations (No. 4) 1992	16 Oct 1992 p. 5201	16 Oct 1992
Workers' Compensation and Rehabilitation Amendment Regulations 1993	5 Feb 1993 p. 1059-60	5 Feb 1993 (see r. 2 and <i>Gazette</i> 5 Feb 1993 p. 975)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 3) 1993	17 Sep 1993 p. 5182	17 Sep 1993
Workers' Compensation and Rehabilitation Amendment Regulations No. 2) 1993	29 Oct 1993 p. 5929-30	29 Oct 1993
Workers' Compensation and Rehabilitation Amendment Regulations No. 4) 1993	24 Dec 1993 p. 6844-50	24 Dec 1993 (see r. 2 and <i>Gazette</i> 24 Dec 1993 p. 6795)
Workers' Compensation and Rehabilitation Amendment Regulations 1994	18 Feb 1994 p. 660-4	1 Mar 1994 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations No. 2) 1994	31 Mar 1994 p. 1444	31 Mar 1994
Workers' Compensation and Rehabilitation Amendment Regulations No. 3) 1994	24 Jun 1994 p. 2888-9	24 Jun 1994

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Citation	Gazettal	Commencement
Workers' Compensation and Rehabilitation Amendment Regulations (No. 4) 1994	23 Aug 1994 p. 4394-5	23 Aug 1994
Reprint of the <i>Workers' Compensation</i> 14 Feb 1995 (includes amendments listed		<i>tion Regulations 1982</i> as at
Workers' Compensation and Rehabilitation Amendment Regulations 1995	25 Aug 1995 p. 3885-7	25 Aug 1995
Workers' Compensation and Rehabilitation Amendment Regulations (No. 2) 1995	15 Sep 1995 p. 4358	15 Sep 1995
Workers' Compensation and Rehabilitation Amendment Regulations 1996	17 Jan 1997 p. 444	17 Jan 1997
Workers' Compensation and Rehabilitation Amendment Regulations 1997	12 Aug 1997 p. 4568	12 Aug 1997
Workers' Compensation and Rehabilitation Amendment Regulations 1998	12 Jun 1998 p. 3205	1 Jul 1998 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations 1999	13 Apr 1999 p. 1529-41 (correction 16 Apr 1999 p. 1598)	3 May 1999 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 3) 1999	22 Jun 1999 p. 2692-3	1 Jul 1999 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 4) 1999	15 Oct 1999 p. 4890-8	15 Oct 1999 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 5) 1999	15 Oct 1999 p. 4899	15 Oct 1999 (see r. 2 and <i>Gazette</i> 15 Oct 1999 p. 4889)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 6) 1999	15 Oct 1999 p. 4900-2	15 Oct 1999 (see r. 2 and <i>Gazette</i> 15 Oct 1999 p. 4889)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 7) 1999	15 Oct 1999 p. 4903	15 Oct 1999 (see r. 2 and <i>Gazette</i> 15 Oct 1999 p. 4889)

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Citation	Gazettal	Commencement
Workers' Compensation and Rehabilitation Amendment Regulations (No. 8) 1999	15 Oct 1999 p. 4904	15 Oct 1999 (see r. 2 and <i>Gazette</i> 15 Oct 1999 p. 4889)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 9) 1999	15 Oct 1999 p. 4905	15 Oct 1999 (see r. 2 and <i>Gazette</i> 15 Oct 1999 p. 4889)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 10) 1999	15 Oct 1999 p. 4906-12	15 Oct 1999 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 11) 1999	14 Dec 1999 p. 6145-63	14 Dec 1999

# **Reprint of the** *Workers' Compensation and Rehabilitation Regulations 1982* as at **25 Feb 2000** (includes amendments listed above)

Workers' Compensation and Rehabilitation Amendment Regulations 2000	17 Nov 2000 p. 6307-22	17 Nov 2000
Corporations (Consequential Amendments) Regulations 2001 Pt. 7	28 Sep 2001 p. 5353-8	15 Jul 2001 (see r. 2 and Cwlth <i>Gazette</i> 13 Jul 2001 No. S285)
Workers' Compensation and Rehabilitation Amendment Regulations 2002	8 Mar 2002 p. 948-9	8 Mar 2002

# Reprint 4: The *Workers' Compensation and Rehabilitation Regulations 1982* as at 17 Apr 2003 (includes amendments listed above)

<i>Equality of Status Subsidiary</i> <i>Legislation Amendment</i> <i>Regulations 2003</i> Pt. 42	30 Jun 2003 p. 2581-638	1 Jul 2003 (see r. 2 and <i>Gazette</i> 30 Jun 2003 p. 2579)
Workers' Compensation and Rehabilitation Amendment Regulations 2003	16 Sep 2003 p. 4103-4	16 Sep 2003
Workers' Compensation and Rehabilitation Amendment Regulations 2004	8 Apr 2004 p. 1177	8 Apr 2004
Workers' Compensation and Rehabilitation Amendment Regulations (No. 2) 2004	26 Oct 2004 p. 4895-913	26 Oct 2004 (see r. 2)
Workers' Compensation and Rehabilitation Amendment Regulations (No. 3) 2004	29 Oct 2004 p. 4939-40	29 Oct 2004

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Citation	Gazettal	Commencement
Workers' Compensation and Rehabilitation Amendment Regulations 2005	21 Jan 2005 p. 275-7	21 Jan 2005
Vorkers' Compensation and Injury Management Amendment Regulations (No. 2) 2005	28 Oct 2005 p. 4853-972	14 Nov 2005 (see r. 2)
Vorkers' Compensation and Injury Ianagement Amendment Regulations No. 3) 2005	9 Dec 2005 p. 5891-7	9 Dec 2005

<sup>2</sup> Formerly referred to the *Workers' Compensation and Assistance Act 1981* the short title of which was changed to the *Workers' Compensation and Rehabilitation Act 1981* by the *Workers' Compensation and Assistance Amendment Act 1990* s. 5. The reference was changed under the *Reprints Act 1984* s. 7(3)(gb).

<sup>3</sup> The Standards Association of Australia has changed its corporate status and its name. It is now Standards Australia International Limited (ACN 087 326 690). It also trades as Standards Australia.

<sup>4</sup> Footnote no longer applicable.

<sup>5</sup> Now known as the *Workers' Compensation and Rehabilitation Regulations 1982*; citation changed (see note under r. 1).

<sup>6</sup> Now known as the *Workers' Compensation and Injury Management Regulations 1982*; citation changed (see note under r. 1).

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