

Why Return-to-Work?

Research shows that returning to work as soon as it is medically safe can support both physical and emotional recovery. Participating in the RTW Program helps you:

- Continue doing meaningful work.
- Maintain connections with coworkers and your workplace community.
- Support your physical and mental well-being.
- Develop new skills and gain valuable experience.
- Continue receiving your salary and State of Maine benefits, as applicable.
- Remain eligible for State of Maine promotional and career opportunities.



Our Goal:

Our goal is to help you recover safely while keeping you connected to meaningful work. We're here to support you throughout the process.



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RETURN-TO-WORK PROGRAM

The State of Maine's Return-to-Work (RTW) Program is designed to help employees safely return to productive work after a work-related injury or illness. The goal is to support your recovery while allowing you to continue contributing your skills and experience in a safe and meaningful way.

If your medical provider releases you to work with restrictions and you are temporarily unable to perform your regular job duties, you may be eligible for the RTW



Return-to-Work Options

Depending on your medical restrictions and operational needs, you may return to work in one of the following ways:

- **Your regular position** with reasonable accommodations, when feasible.
- **A temporary transitional duty assignment** that supports your recovery and helps you build or maintain work skills.
- **A permanent alternate position** if you are unable to return to your pre-injury role.

Your Workers' Compensation Case Manager and RTW Coordinator will work with you and your agency to identify the best option.

What You Can Expect

Returning to work after an injury can feel overwhelming. Your employer and the RTW team are committed to supporting your recovery by:

- Following your medical provider's work restrictions.
- Exploring reasonable accommodations whenever possible.
- Identifying safe and appropriate work assignments.
- Providing guidance and support throughout the return-to-work process.

In some cases, employees may begin with a reduced or modified schedule and gradually increase work activities as they recover.

Your Role in the RTW Program

Your active participation is essential to a successful recovery. While participating in the RTW Program, you are expected to:

- Follow your medical provider's treatment plan and work restrictions.
- Attend all scheduled medical appointments.
- Maintain regular communication with your supervisor and RTW Coordinator.
- Report to approved work assignments on time and ready to work.
- Submit required timesheets and maintain your work schedule.
- Complete any required job search activities under the Workers' Compensation Act, if applicable.
- Maintain professional workplace conduct and appearance..



Program Participation

The RTW Program is intended to provide a structured, active work environment that supports recovery.

Consistent attendance and participation are important to the program's success.

If you are unable to participate in your RTW assignment for an extended period, your placement may be reviewed.

Employees who leave the program will generally return to their pre-injury department if they remain employed there.

Participation in a future RTW placement is based on program availability and individual circumstances.

Questions?

If you have questions about the Return to Work Program or your eligibility, please contact your Workers' Compensation Case Manager or the State of Maine Return to Work Coordinator.