

The Work Capacity Decision Notice

(Work Cover NSW Work Capacity Guideline for Insurers 5.4.2)

The Work Capacity Decision Notice **must** include :

- Reference the relevant legislation
- explain the relevant entitlement periods
- state the decision and give brief reasons for making the decision
- outline the evidence considered in making the decision, noting the author, the Date and any key information. All evidence considered should be referred to, regardless of whether or not it supports the decision.
- clearly explain the line of reasoning for the decision
- state the impact of the decision on the worker in terms of their entitlement to weekly payments, entitlement to medical and related treatment expenses and return to work obligations
- advise when the decision will take effect
- detail any support, such as job seeking support, which will continue to be provided during the notice period
- advise that any documents or information that have not already been provided to the worker can be provided to the worker on request to the insurer
- advise of the process available for requesting review of the decision and how to access the required form, *Application for review of a work capacity decision by insurer*.