

When do we use TICCS?

1. Will your employee be off work for more than 2 weeks?
2. Has your employee already been off work for more than 2 weeks?

What happens first?

You should inform the employee that you are to involve TICCS with a view to helping them get back to work.

The employee needs to sign a Consent Form authorising TICCS to contact them.

What information do TICCS need?

- a) Employees name;
- b) Employees daytime telephone number;
- c) Date of birth;
- d) Brief details of illness or injury;
- e) Date absence commenced;
- f) Are they being paid company sick pay?;
- g) Manager's name and contact telephone number;
- h) Is the employee working in any capacity?;
- i) Do we have any information from the GP or company doctor?;
- j) Does the employee have a company healthcare plan?

What do TICCS do first?

The TICCS Nurse Case Manager will ring the employee and establish their current medical situation, what treatment has been undertaken, if any, and what treatment is planned.

The Nurse will then:

1. Provide a short written report giving full details of the employees current situation and provides recommendations to move the employees rehabilitation forward with cost and timescales where appropriate.
2. The Nurse will also make recommendations as to whether it is necessary to contact the employees GP.

What will happen after TICCS have provided the report?

The Employer can make a decision as to whether it will be cost effective to proceed with the recommendations put forward in the TICCS report.

If they consider it will be cost effective to provide funds to assist their employees rehabilitation, the employer can then instruct TICCS to put any recommendations into action.

TICCS will manage any treatment plan put forward until such time as the employee no longer requires their assistance and are fit to return to work in a capacity acceptable to the employer.



If it is considered necessary, the Nurse will contact the GP and verify the following information:-

- i) GP's treatment plan;
- ii) Time scales for treatment plan and any potential delays for provision of treatment through NHS;
- iii) Anticipated date for employee to be fit to return to work;
- iv) Whether the employee is fit to undertake light duties.

Note: Subject to the individual requirements of the employer, this may also include contacting the employees treating consultant.

TICCS will provide details of their fees after the initial report and thereafter at the conclusion of their involvement should they be asked to manage the employees treatment.

What will the service cost?

Subject to the requirements of the individual employer, a standard fee can be agreed for the initial enquiry and report. The subsequent management to implement any recommendations would be charged at an hourly rate.

Any queries should be directed to Neil Howden, June Green or Norman Cottington at the number provided below.

Some example Case Studies can be viewed on our website to illustrate how our involvement can benefit both the employee in terms of their well being but also the employer financially.

The Injury Care Clinics Ltd
1 St. George's Business Centre
St. George's Square
PORTSMOUTH
PO1 3EY

e: casemanagers@ticcs.co.uk
t: 08700 501 730
f: 08700 501 717
www.ticcs.co.uk