

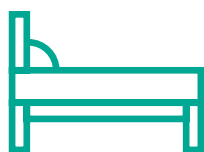
Understanding your employee's medical certificates

Medical certificates are used if your employee needs to alter or reduce their hours or change the activities and type of work they do because of their injury.

ACC needs a medical certificate before any weekly compensation can be paid to your employee.

Types of medical certificates

Your employee's health provider will issue the relevant medical certificate as part of lodging an ACC claim. The medical certificate will give details of the injury and the impact the injury has on the person's function and ability to work.



Fully unfit for work


The health provider has determined that your employee is unable to work in any way.

Give your employee information about the workplace, their job, and suitable/available duties to pass on to their health provider. This is so the provider understands what the employee could do safely at work and they can issue a Fit for Selected Work certificate when appropriate.

Fit for selected work

It's likely your employee will still be able to engage in some work and active rehabilitation.

This could be doing short-term modified or alternative duties, reduced hours, changing their workspace, or returning gradually.

Develop a recovery at work plan with your injured employee using the template on our website acc.co.nz/raw-employer-resources 

Fully fit

Your employee can undertake their full pre-injury duties and no medical certificate is needed.

They can still receive treatment to support them with their recovery.

Continue to check in with your employee as they fully recover.



Medical certificates

What can I expect?

- An ACC45 Injury Claim Form will be issued during your employee's first visit to a health provider and is used to lodge the claim. The health provider (usually a general practitioner or nurse practitioner) can certify up to two weeks off work on this form.
- An ACC18 Medical Certificate may be issued at subsequent visits to the provider, if needed.
- You can expect to see this information on the ACC45/ACC18 form:
 - Date of accident
 - Diagnosis (this can change with further assessment)
 - Number of days off work required, or your employee's fitness for work (expressed as restrictions) or rehabilitation.
- Your employee should get a copy of the medical certificate and make sure they provide you with a copy.

What can I do?

You can help by starting a conversation with your injured employee about their needs and how they want to approach their recovery.

Provide your injured employee with information about their job role and the tasks available in your workplace, so they can pass this on to their doctor or health provider. This will help the health provider determine their ability to perform their usual job or other suitable duties you may have.

If you have queries about your employee's medical certificate, seek consent from your employee to contact their health provider.

