Early Medical Assessment



Building Supplies Wholesale

Picker / Packer

1. Building Supplies Wholesale
2. Picker / Packer

Dear Doctor: This form will take up to 5 minutes to complete. Please review each task the worker undertakes (both picture and written description) and tick whether or not the worker can complete this task. If modification required, please leave comments. Space at the end of this document is available for final comments and recommendations.

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| L:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601 - 55 templates\Building Supplies Wholesalers\Auszac EcoBalsa\picking (6).JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601 - 55 templates\Building Supplies Wholesalers\Auszac EcoBalsa\picking (20).JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601 - 55 templates\Building Supplies Wholesalers\Auszac EcoBalsa\picking (8).JPG | **Picking** * Picking pre-cut items from labeled shelving and bringing to centre table for marking and boxing. Constant standing.
* Shelving requires low level postures to overhead reaching.
* Some items are stored higher, but are accessed infrequently. A step ladder is available for use.
* Fine dexterity and concentration are required for quality control and to pick according to order.
* Orders are placed in boxes or bubble wrapped. Box weights are marked and are under 20kg.
* Moving compete orders from bench to Dispatch a few meters away.
* Sack trucks are used for moving larger orders.
* Trolleys are available for picking if required. Pickers are able to control the bundles according to the weight they feel comfortable lifting.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |
| L:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601 - 55 templates\Building Supplies Wholesalers\Auszac EcoBalsa\picking (14).JPGL:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501 - 33 templates\Fish and Takeaway Retailing\Charlesworth Nuts\IMG_3532.JPG | **Boxes*** Folding boxes involves grasping and reaching forward to fold from flat into box shape.
* Flat boxes stored on pallet on the floor, low level postures required to access them when supply is low.
* Taping box joins using power grip on tape gun with dominant hand.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |
| L:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Building Supplies Wholesalers\Auszac EcoBalsa\picking (1).JPG | **Laser Cutter*** Made to order personalized items are cut with a laser. Owner operated and all computerized.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |

1. Work Capacity Form

**Doctor Review (include final comments)**

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I confirm that in my view, subject to the above comments, the worker is able to perform certain duties detailed in this Early Medical Assessment.

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| These duties should be reassessed on: |  | Date: |

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

**Employers Declaration:**

I confirm that I/we have reviewed the Doctor’s recommendations and comments. I/we will make suitable changes to make allowances for the Dr’s recommendations.

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

**Employees Declaration**

My Doctor has discussed their recommendations with me. I have been given the opportunity to participate in this process.

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

For information on completing this form, please contact Business SA on 08 8300 0000.

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