

## Return to Work Glossary

**Bona Fide Offer:** A formal, written offer of light-duty employment made by employer to an employee after a work-related injury

**Disability:** Exists if the injured employee is not able to work as a result of the injury or has returned to work but is making less than pre-injury wages because of the injury

**Full Duty Release:** A decision made by a doctor that an injured employee is able to return to work with no medical restrictions

**Job:** The duties and responsibilities assigned to an employee (also called a “position”)

**Job Description:** A list of the most important parts of a job, including the general description, skill, effort, responsibility and working conditions of the work performed

**Job Modification:** A change to an employee’s regular job to meet medical restrictions

**Job Task Analysis:** A report of the employee’s job, which breaks it down into different physical tasks and describes details necessary to do the work (such as length of time, body position, work conditions, equipment used, and weights of objects to be moved)

**Light-Duty Assignment:** Work that allows the injured employee who has not fully recovered to remain safely on the job, but in modified or alternate duty. It allows the injured employee to ease back into the workplace after an injury (also called “transitional Duty”)

**Alternate Duty:** A temporary work assignment, different from the injured worker’s regular job, which meets medical restrictions

**Modified Duty:** The injured employee’s regular job but changed to meet medical restrictions imposed by the doctor (may include schedule changes, reduced hours, reduced duties, or sharing parts of the work with others)

**Lost time:** After the date of a work-related injury, any time missed (when an employee is unable to report to work as scheduled) due to the injury

**Medical restrictions:** The physical activities limited by a doctor due to a work-related injury (also called “work restrictions”)

**Regular job:** An employee’s normal job prior to their work-related injury

**Return to Work Program:** An employer’s plan, which encourages employees to return to work as soon as possible following a work-related injury. As part of this program, the employer attempts to find the employee light-duty work that meets the doctor’s restrictions.

**Work Status Report:** The form that a doctor fills out explaining an injured employee’s medical restrictions or ability to work (also known as [DWC073](#))