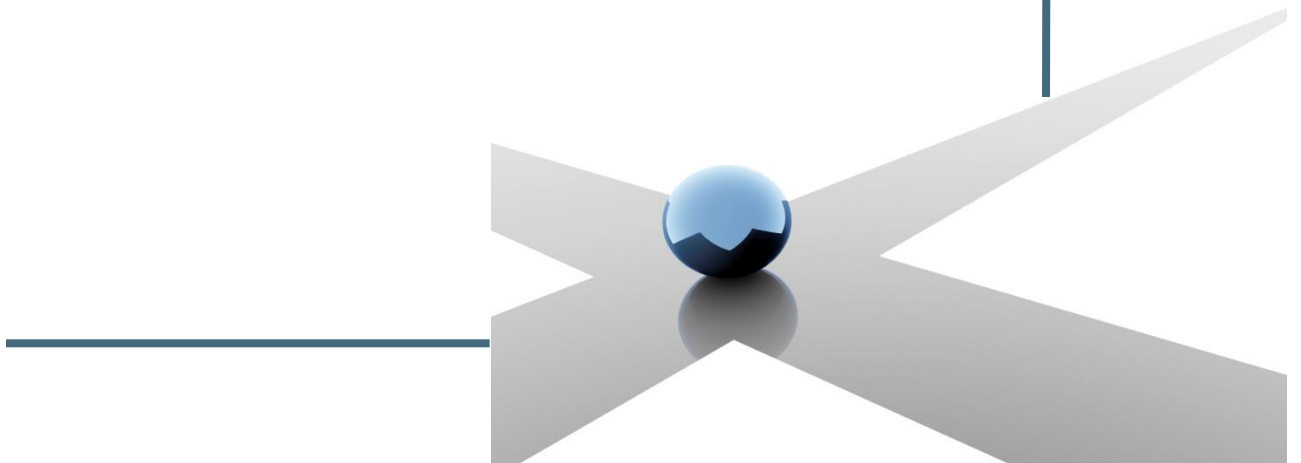
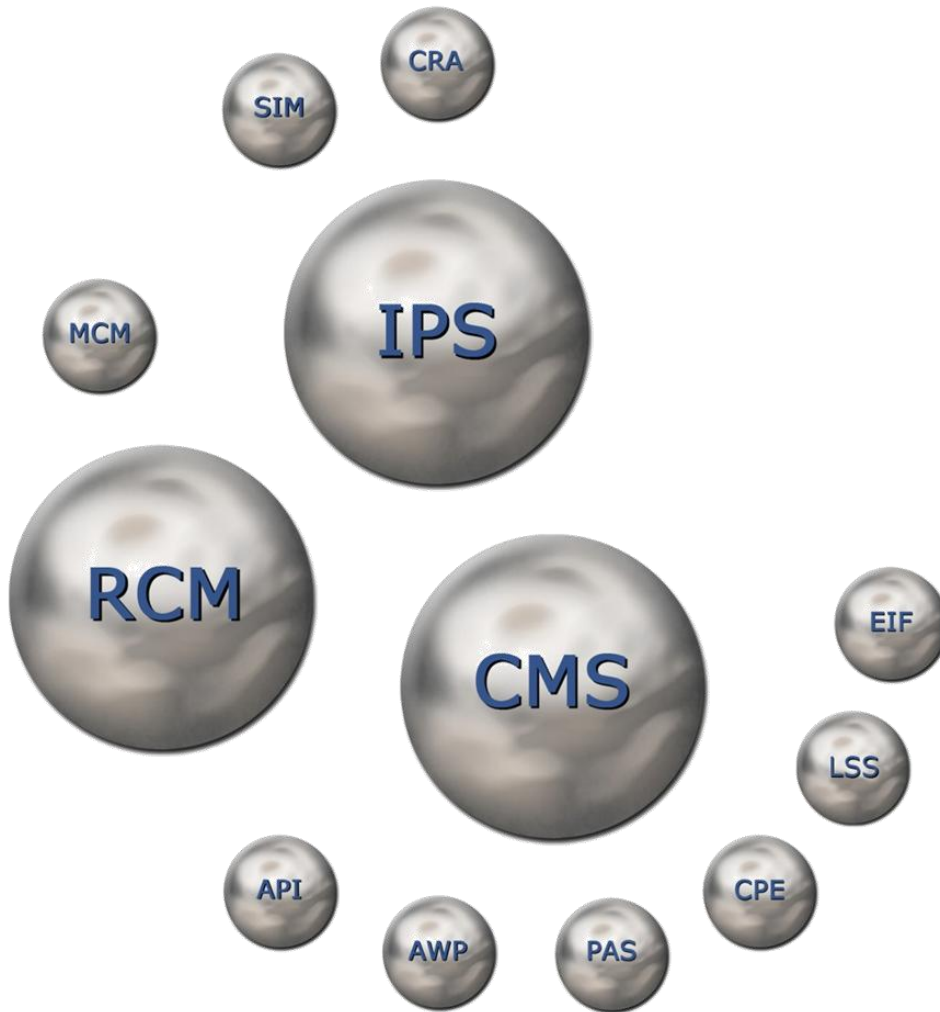


SafetySuite | CNFT



SafetySuite | ABOUT



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SafetySuite | ABOUT

SafetySuite is an Occupational Health and Safety Management Information System comprised of 3 Business Applications and 9 Modules. It is designed to provide organisations with up-to-date information on their OH&S performance.

C-Net has recognised that most organisations have immediate specific requirements for the management of OH&S in their organisation as well as a longer term objective to achieve a totally integrated and transparent OH&S system. SafetySuite allows organisations to initially fulfil their current needs, and then add functional systems to complete their Total Risk Management strategy by subdividing the total end to end solution into logical Business Applications and Modules that can function independently and still be seamlessly scalable when additional Business Applications or Modules are added.

Built using name spaced SAP HR info types, programs, and tables in core SAP R/3, SafetySuite uses the investment your organisation has already made in hardware, software, internal processes and resources. Therefore SafetySuite can be integrated into all SAP tools and features such as Business Warehouse, Manager's Desktop, Employee Self Service and Web Front-ends.

SafetySuite | ABOUT

3 Business Applications & 9 Modules:

Business Applications:

- **IPS** Incident Prevention System
- **CMS** Claims Management System
- **RCM** Rehabilitation Case Management

Modules:

- **SIM** Security Incident Management
- **CRA** Corporate Risk Analysis
- **AWP** Automated Weekly Payments
- **EIF** Electronic Interfaces
- **API** Accounts Payable Integration
- **PAS** Premium Allocation System
- **CPE** Comcare Process Extenders
- **LSS** Litigation Support System
- **MCM** Medical Centre Management

SafetySuite | CUSTOMERS



VICTORIA POLICE

Australian Government

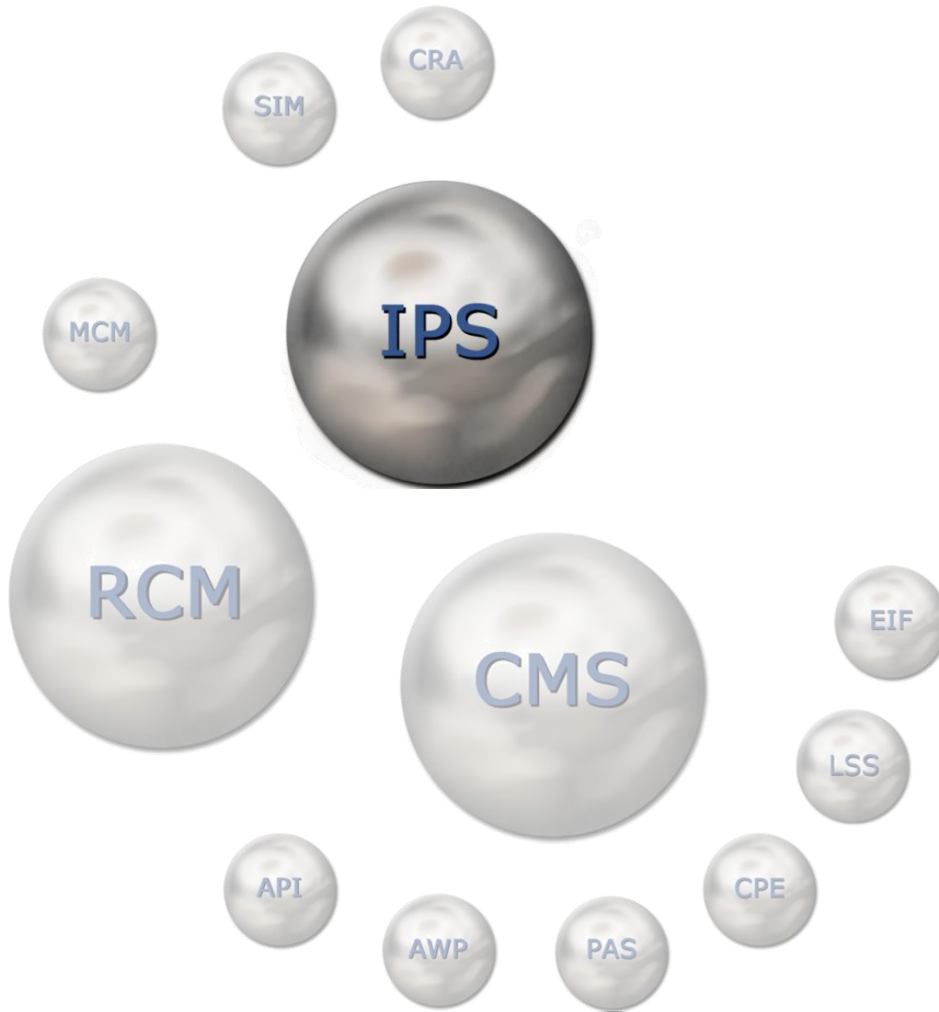
Department of the Environment, Water, Heritage and the Arts



SafetySuite

IPS

Incident Prevention System



SafetySuite | IPS

Incident Prevention System (IPS)

- User Interface Templates
- Maintain Incident & Injury Registers
- Conduct & Track Investigations
- Maintain Hazard Register
- Conduct & Track Risk Assessments
- Schedule, Conduct & Track Proactive Safety Initiatives (PSI)
- Assign & Manage Actions
- Standard SS: Notifications, Escalations, Correspondence & Date Tracking

SafetySuite | IPS

Incident Prevention System (IPS)

IPS proactively identifies hazards in your organisation and mitigates them before they result in injury or loss.

User Interface Templates

SafetySuite now comes delivered with new Interface templates designed for the simple entry of Incidents, Hazards, and Injuries. These are developed in ABAP Web Dynpro and contain simple and intuitive screens with simplistic search helps for the occasional end user that populate a subset of the standard SafetySuite fields using the standard SafetySuite BAPI's.

IPS is composed of 5 major components:

Hazard Register:

The Hazard Register provides the facility to keep a register of hazards associated with all of an organisation's locations. Through early identification of hazards, incidents can be prevented providing significant tangible and intangible benefits to an organisation in their management of OH&S.

The Hazard Register provides a simple interface designed to allow any user to quickly and simply identify a circumstance that could lead to loss. By identifying hazards proactively before they result in injury or loss organisations can improve their safety performance.

SafetySuite | IPS

To reduce data entry requirements the Hazard Register allows Hazards identified in one location to be copied to multiple locations for risk assessment.

Each hazard exists through a period of time allowing an organisation to review potential risks by location at any given point in time.

For each hazard an ID mechanism is selected to provide a positive performance indicator of defining the ratio of proactively identified hazards. Organisations can define which Hazard ID Mechanism (Safety Audits, Employee Observations, etc...) best suits their purpose.

A Hazard Agency is selected from a hierarchical pull down list, allowing the identification of the hazards that are most prominent in an organisation, to initiate targeted proactive safety initiatives e.g. Audits and Inspections.

A physical location from an existing hierarchy assigned to the organisational structure can be selected to create accountability for safety and permit system generated notifications and reminders to specific people, positions, or distribution lists.

SafetySuite | IPS

Incident Recording:

Incident recording allows an organisation to capture of all the incident details, including injury involvement, process-loss, property loss and environmental impact. The time between the recording of the incident and the investigation is identified allowing analysis of the time between identification and risk-assessment.

Additional details such as emergency services, witnesses, detailed notes, and injured people are recorded. All injury related details are accessible from the incident for one or more injured persons.

IPS's External Person functionality records all external person involvement against incidents, with the ability to create/record injuries for external people. External Person functionality covers persons who may be injured, witnesses, and investigators or other persons involved in IPS processes.

Investigation Recording:

Once a hazard or incident has been identified in SafetySuite the accountable person will create an investigation record to signal that they have taken responsibility for its resolution. This could take the form of a simple risk assessment for low ranking circumstances or the recording of outcomes of a full investigation.

The time period of the investigation is identified, allowing for the analysis of time between identification and assessment.

The Risk Assessment function caters for any risk assessment model an organisation may use, incorporating as many criteria, unique scales, and algorithms for determination of risk ranking as an organisation wishes to define.

The investigation provides the opportunity to relate an incident to the hazards that contributed to its occurrence, as well as the selection of one or more contributing factors defined from a customisable list. This allows for the identification of the most prominent conditions in an organisation to target using proactive safety initiatives.

The Notifications functionality can be triggered by customer specific IPS parameters, which is a customer defined piece of information recorded against an IPS Object.

SafetySuite records the people involved in the investigation, to identify experienced resources for future similar investigations.

SafetySuite | IPS

Action Management:

Specific actions are allocated to individuals with due and completed dates stored for activity reporting. Task Management Reports can also be produced listing tasks and associated dates.

Specific actions can be defined as a result of an investigation. Each action is allocated to a specific person with clearly defined start date, due dates, and review dates.

Each specific action is assigned an optional Action Type to allow organisations to differentiate between corrective actions and preventative measures, or define where an action sits in the hierarchy of controls.

During the execution of an action management facilities are available to record an action's status and percentage complete. Upon completion of an action the actual date of completion is recorded providing an audit trail.

Because there is clear continuity from Hazards and Incidents to Investigations to Actions each concept is clearly coded against organisationally relevant values. SafetySuite can be very effective in analysing an organisations health and determining the activities that will yield the greatest benefits.

Injury Recording:

Information relating to an incident can be received at different points in time. When recording the injury details of an incident users can select a previously entered injury or create one directly from the incident. Authorised users can easily browse through an individual's injury records to see if an injury is recurring or analyse trends. Injury details are used in all three SafetySuite elements to varying degrees.

In IPS, injury details such as injury type, injury classification, body part, injury mechanisms, and agencies are recorded for statistical analysis.

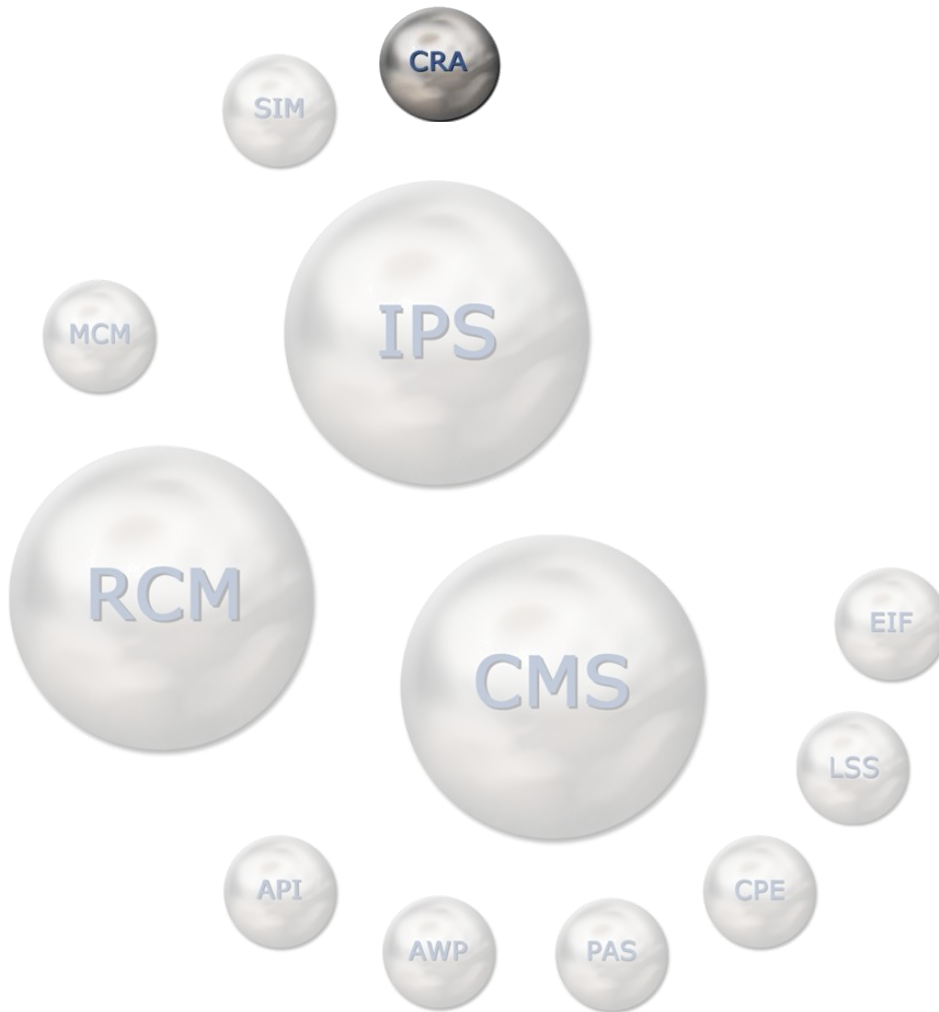
In RCM, tools are available to track medical certificates and absences. A notes facility is available to organise each type of interaction associated with the management of an injury.

In CMS, corporate code sets based on the NOHSC codes are mapped to each jurisdiction's values to allow for legislative compliance without compromising corporate analysis.

Automated Injury Classification functionality tracks injury involvement based on the injured persons associated with the incident. For example if an injured person received a medical certificate indicating treatment the injury is automatically upgraded to a Medically treated injury which then upgrades the incident.

SafetySuite

CRA
Corporate Risk Analysis



SafetySuite | CRA

Corporate Risk Analysis (CRA)

- Schedule Audits/Assessments
- Conduct Risk Assessments
- Specific Risk Register
- Track Raw, Current and Treated Risk Assessments
- Register of Significant Events
- Manage Control Measures
- Perform Financial Analysis

SafetySuite | CRA

Risks are recorded against the location hierarchy and may exist at different levels. Corporate risks are managed at the top nodes, business unit risks in the middle and specific risks at the bottom nodes.

Upon entry of a risk notifications are sent to the responsible person who can then perform a raw assessment of the risk, determine the untreated financial exposure, identify any controls/contingencies and initiate further risk management activities.

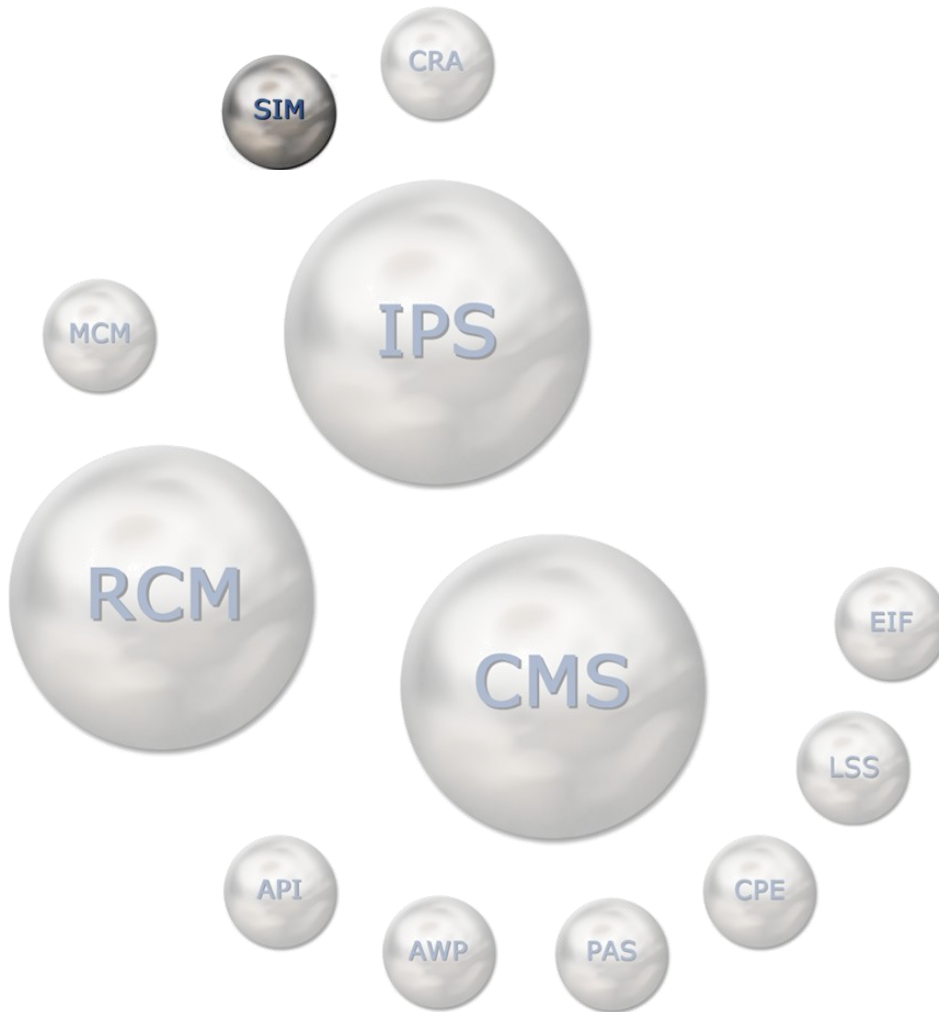
For each action control or contingency an estimated cost and the corresponding reduction in financial exposure is determined. Consequently, at any point in time the untreated, current and treated financial exposure is available.

Incidents are related to the risks that caused them. Throughout the management of an incident estimated and actual costs can be monitored, allowing for further analysis and is helpful in establishing accurate estimates.

Standard reports identify key events that warrant subsequent risk assessments such as the occurrence of incidents, completion of actions and the incorporation of new controls/contingencies.

SafetySuite

SIM
Security Incident Management



SafetySuite | SIM

Security Incident Management (SIM)

- Schedule Security Assessments
- Conduct Security Assessments
- Maintain Security Risks Register
- Assess Specific Security Risks
- Maintain Register of Security Breaches
- Manage Security Control Measures

SafetySuite | SIM

Additional authorisation objects and separate notifications have been incorporated to provide the discretion required to conduct ongoing investigations.

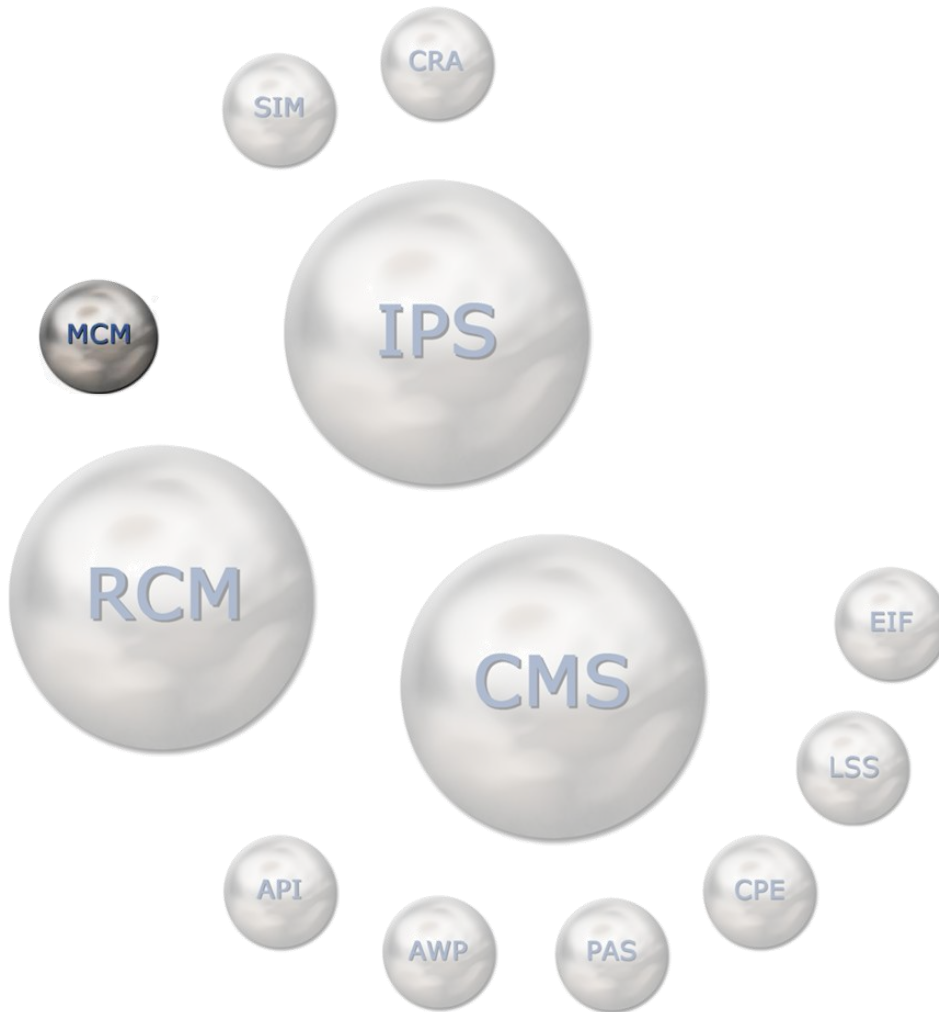
Security Risks can be proactively monitored against the location hierarchy. Each security risk is assigned to an accountable person and actions, controls and contingencies can be implemented.

Security incidents can be related to the monitored security risks. Additional data elements are available to track the nature of a breach and the assets involved. These can be both corporate and personal assets. The details of the person or persons committing an offence can also be tracked.

The investigation process allows for the tracking of suspects and associated detailed file notes.

SafetySuite

MCM
Medical Centre Management



SafetySuite | MCM

Medical Centre Management (MCM)

- Pre-Employment Medicals
- Ongoing medical testing
- Record assessment and test results
- Schedule internal appointments & follow-ups
- Manage referrals
- Produce Medical Certificates
- Manage walk-ins and emergency calls

SafetySuite | MCM

The Medical Centre Management module can be used for managing all activities of the staff in your medical centre, including pre-employment medicals, assessments for planned overseas activities, recurring health monitoring activities, walk-up visit, follow-up appointments, issuing of PPE, and site based assessments.

The pre-employment functionality is fully integrated with the SAP recruitment module allowing the tracking of PEM activities for candidates and then transferring records across for those that are successful.

As with all SafetySuite functionality, the system is easily configured for the different roles in your organisation allowing customised business rules to be established for receptionists, nurses, physios, doctors, and managers.

The MCM module centres around a single dashboard with each activity a single click away. Manage bookings, walk-ins, check-in planned visits, internal and external follow-ups, track the booked time, arrival time, start time, and completion time of all visits to get detailed analysis of the efficiency of your medical centre.

Secure elements under patient confidentiality are kept separate from those elements that are fully integrated with your Safety Claims, and Rehabilitation areas. Additionally, the system will allow you to set-up your standard protocols and allow the system to default proposed treatment plans, and track whether rehabilitation is in our out of standard.

SafetySuite | MCM

Let the system manage your bookings by checking the providers availability as well as SAP time management for the availability of the patient. Incorporate your rules to ensure that multiple people from the same department are not scheduled to attend planned visits at the same time.

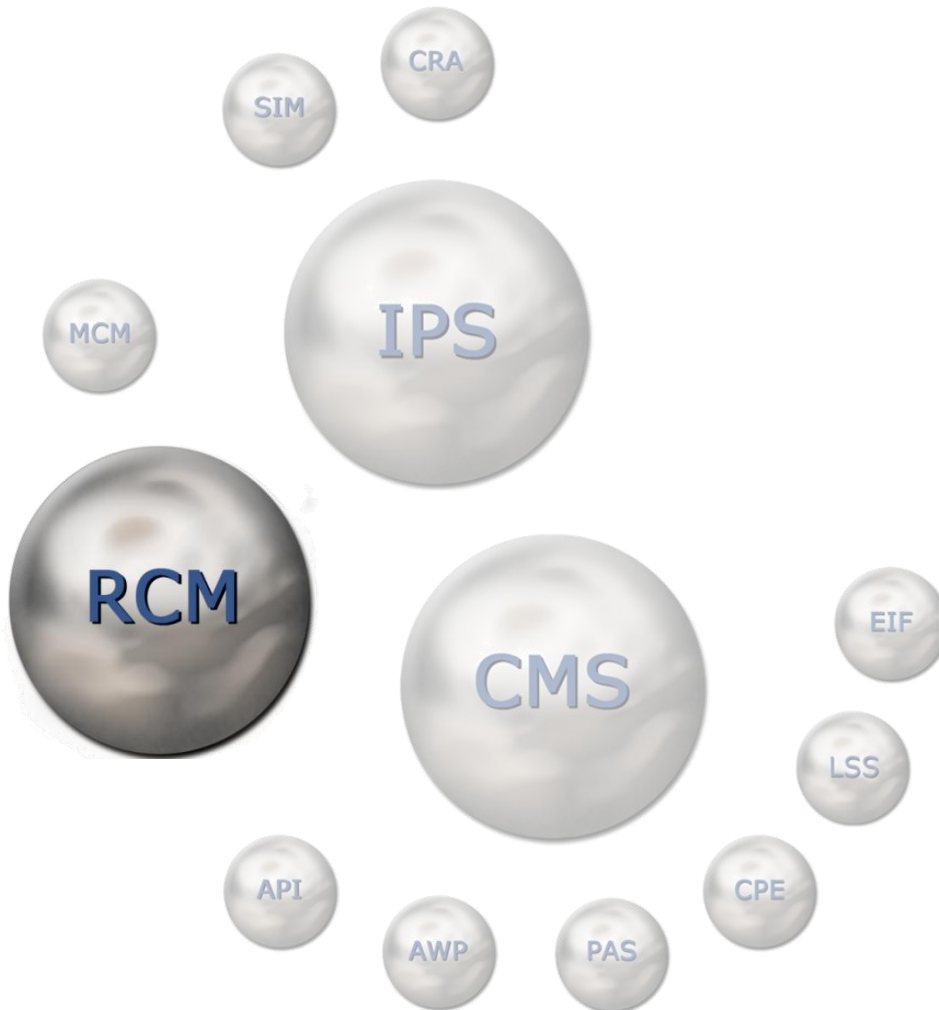
Keep management informed through e-mail alerts and SAP Managers Self Service, and on their toes by tracking no shows, cancellations and tardiness.

Standard reports are provided to track all record data, such as open injuries, daily attendances, no-shows, tardiness and performance by department.

SafetySuite

RCM

Rehabilitation Case Management



SafetySuite | RCM

Rehabilitation Case Management (RCM)

- Record Injury Details
- Manage Medical Certificates, Absences, and Attendances
- Manage Rehabilitation Cases
- Manage Rehabilitation Initiatives Including Providers
- Produce Return to Work Plans
- Produce Offer of Suitable Duties
- Set Date Reminders

SafetySuite | RCM

Rehabilitation begins with the tracking of injury details and is then split into a two-tiered management approach with a case manager responsible for returning an injured person to the workforce, and program management of each initiative used in a return to work plan.

SafetySuite V4.0 allows the two-tiered management approach to begin without the creation of a SafetySuite Injury record.

Injury Recording:

Injury details are used in all three SafetySuite elements to varying degrees. In RCM, tools are available to track medical certificates, absences, and a notes facility to organise each type of interaction associated with the management of the injury.

In IPS, injury details such as injury type, injury classification, body part, injury mechanisms and agencies are recorded for statistical analysis.

In CMS, corporate code sets based on the NOHSC codes are mapped to each jurisdiction's values to allow for legislative compliance without compromising corporate analysis.

SafetySuite | RCM

Rehabilitation Case

A rehabilitation case can be created for any logged injury (whether the injury is work-related or a personal injury). For each case, one or more rehabilitation programs may be established to handle each initiative to return an injured person to work.

Rehabilitation cases provide the ability to allocate responsibility for a rehabilitation coordinator to get a person back to work. While an internal person should always be accountable, the system also provides an option to select the details of an external provider to be the primary contact for rehabilitation.

SafetySuite allows the user to define a case status to assist in reporting and define the various periods a person may experience in the return to work lifecycle.

A person's Capacity to Work can be defined at a case level and through the use of standard SAP dynamic event functionality, integrated into capacity to work values in the medical certificate and claim to enable the management of a person with either a work related or non-work related injury.

On each case an Assessment can be created to drive the frequency of follow-ups or to highlight cases that may require extra attention.

Dates that can be linked to standard SAP monitoring of dates functionality are standard for "Expected RTW Date" as well as "Next Review Date".

SafetySuite | RCM

Rehabilitation Program:

Rehabilitation program allocates responsibility for a specific initiative. This may be physio, alternate duties, or any other item used to return a person to work. The system provides an option to select the details of an external provider to be the primary contact for rehabilitation.

SafetySuite allows the user to define a program status to consolidate progress to the case manager of each program. A detailed notes facility is also available to communicate the more subtle elements of a program. Program dates can also be linked to standard SAP monitoring of dates functionality.

SafetySuite | RCM

Early Intervention

Early Intervention (EI) has been introduced to manage employees on a return to work plan before a workers compensation claim has been lodged. Similar to Rehabilitation, EI records Cases which encompasses the EI programs the injured employee is undertaking.

EI payments can be recorded against each program to for reporting purposes. In the event that an EI case does result into a Workers Compensation claim any EI payments are automatically transferred to the claim.

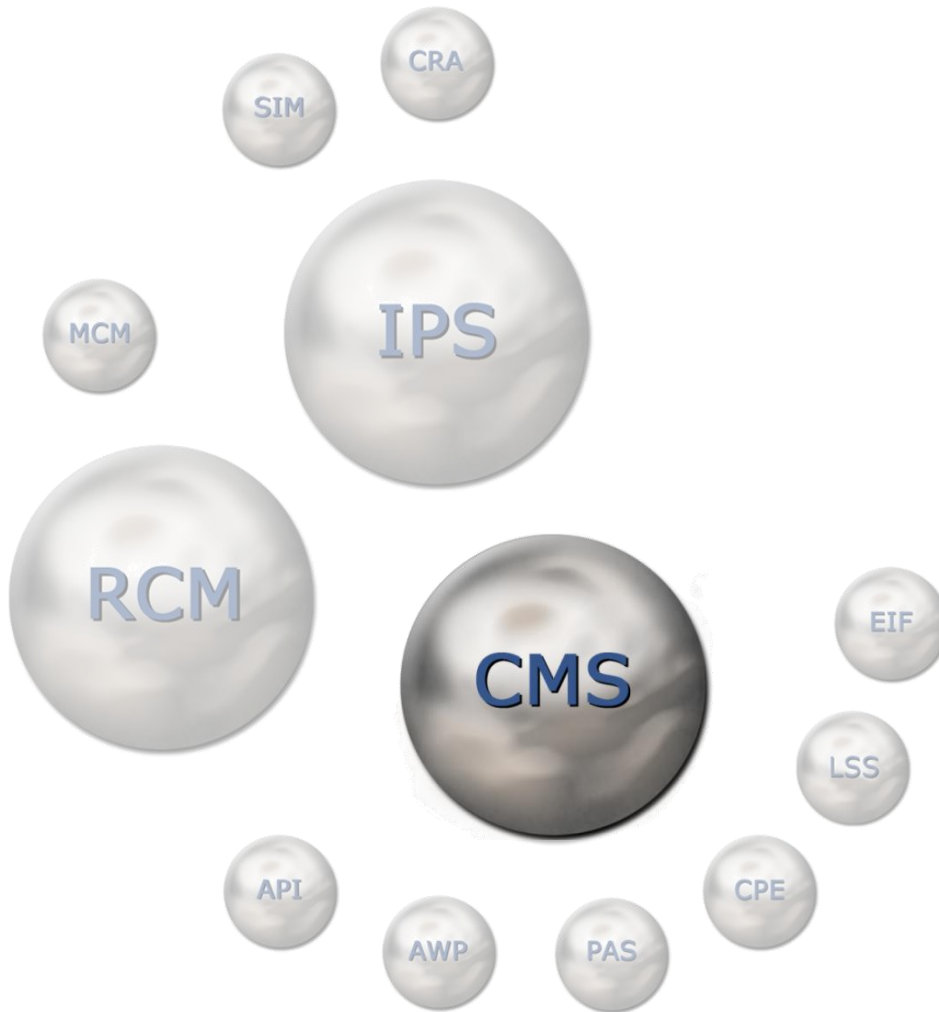
As most organisations limit the amount of EI their employees receive before a workers compensation claim is lodged, SafetySuite has the ability to count the amount of treatments each employee has received and trigger a notification to the required parties informing them that the limit has been reached.

Early Intervention is not a business application as it can only be implemented with the RCM functionality.

SafetySuite

CMS

Claims Management System



SafetySuite | CMS

Claims Management System (CMS)

- Record Injury Details
- Establish Claims
- Track Status and Dates
- Manage Medical Certificates, Absences and Attendances
- Manage Estimates
- Manage Payments
- Manage Recoveries
- Set Date Reminders
- Upload Insurer details

SafetySuite | CMS

SafetySuite covers all elements required for self-insurers and insured organisations to manage their claims.

The collection of claim details begins when an injury is recorded. Injury corporate code sets based on the NOHSC codes are mapped to each jurisdiction's values to allow for legislative compliance without compromising corporate analysis.

As a claim's status is updated, SafetySuite records the history, allows the recording of unique notes associated with each status and controls what payment facilities should be enabled. The claim status is based on each jurisdiction's legislated status but allows an organisation to define additional internal steps between each status and allocate these to the appropriate value required in the relevant electronic interface.

Upon acceptance of a claim, a baseline is established representative of a person's Average Weekly Earnings (AWE). In some instances, the baseline used for legislative calculations may be different than one included in an award or employment agreement. SafetySuite refers to these non-legislated rules as Make-up rules. SafetySuite records both the legislated and make-up pay values. AWE is a date delimited figure so that values can be indexed on anniversaries or changes to an award.

SafetySuite | CMS

Throughout the life of a claim a person's Capacity to Work may change. SafetySuite tracks this value as it evolves, this figure can be used as an input to automatically determine the appropriate weekly pay percentages in the Automated Weekly Payments Module (AWP).

The claims management process is required to track the date at each step in the process as well as Reason Codes in some circumstances (e.g. date claim rejected). SafetySuite provides a "Dates" tab that allows users to quickly refer to these important milestones.

Notification functionality is triggered by the number of absence days recorded against a claim.

Claim Logs are recorded allowing detailed date delimited case files to be established over the life of a claim. These logs are coded against customisable note types to easily differentiate between the different activities/conversations.

SafetySuite provides a tab that displays the financial summary of a claim. This includes the total of all estimated payments and recoveries for a claim as well as the actual payment and recovery amounts and the remaining outstanding liability.

Estimates are recorded against the specific code sets as defined by an insurer or a jurisdiction. These can be supplemented by other values specific to an organisation.

SafetySuite | CMS

CMS's Fast Payments screen reduces the time taken to record multiple payments. This is done by allowing more than one category and sub category of payment to be made against the same payee. Furthermore, re-occurring payments can also be created and posted to the appropriate places from this screen.

Medical and Sundry Payments (e.g. legal, lump sum, investigations) can be entered directly against a claim. These are allocated to the specific code sets as defined by an insurer or a jurisdiction. These can be supplemented by other values specific to an organisation. For organisations using the Electronic Interface (EIF) Module, only code sets flagged for reporting will be transmitted via an electronic interface.

Recoveries from either an insurer or third party can be recorded against a specific payment or generally against the claim. A recovery status exists on both payments and recoveries to easily enable the reporting of any outstanding amounts owed.

For organisations that utilise an insurer to manage all/some of the claims management financial information, SafetySuite provides the ability to upload files from the insurer to populate estimate, payment, and recovery details.

All SafetySuite code sets are date-delimited. This allows for the evolution of coding as a result of improved business processes or legislative requirements. If code sets have Safety related implications, a company wide structure is used with background mapping to WorkCover authority specific codes to enable consolidated corporate reporting. Alternatively, if the code set is for the purposes of claims administration, a WorkCover authority specific key drives each table.

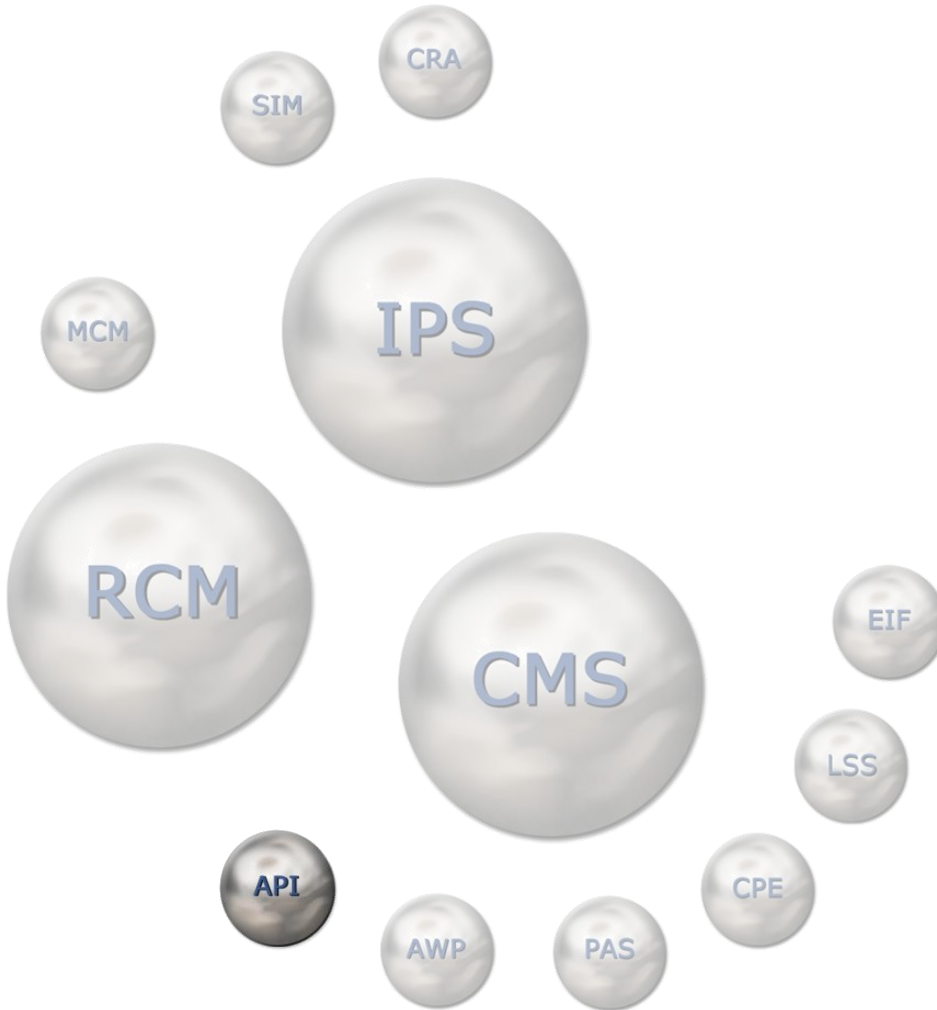
SafetySuite | CMS

The systematic application of legislation is often based on interpretation of the law. It is C-Net's experience that different organisations do apply the legislation in different ways. In circumstances where the system requirements are subject to interpretation, C-Net performs a validation process to ensure SafetySuite will accommodate our customer's business processes. This involves direct contact with the relevant Authority and our network of customers and insurers.

SafetySuite

API

Accounts Payable Integration



SafetySuite | API

Accounts Payable Integration (API)

- Record Medical & Sundry Payments Against the Claim
- Automatically Create Finance Documents
- Manage the Approval Process
- Track Finance Payment Status

SafetySuite | API

For organisations that wish to make payments using their SAP Accounts Payable functionality without a business process requiring double entry, payment code sets are mapped to general ledger accounts. Upon completing entry in SafetySuite, a financial document (direct or parked) is created in SAP Finance to be processed as any other invoice by an organisation. The details of this document are displayed in SafetySuite to allow claims users to easily manage vendor queries regarding the status of a payment.

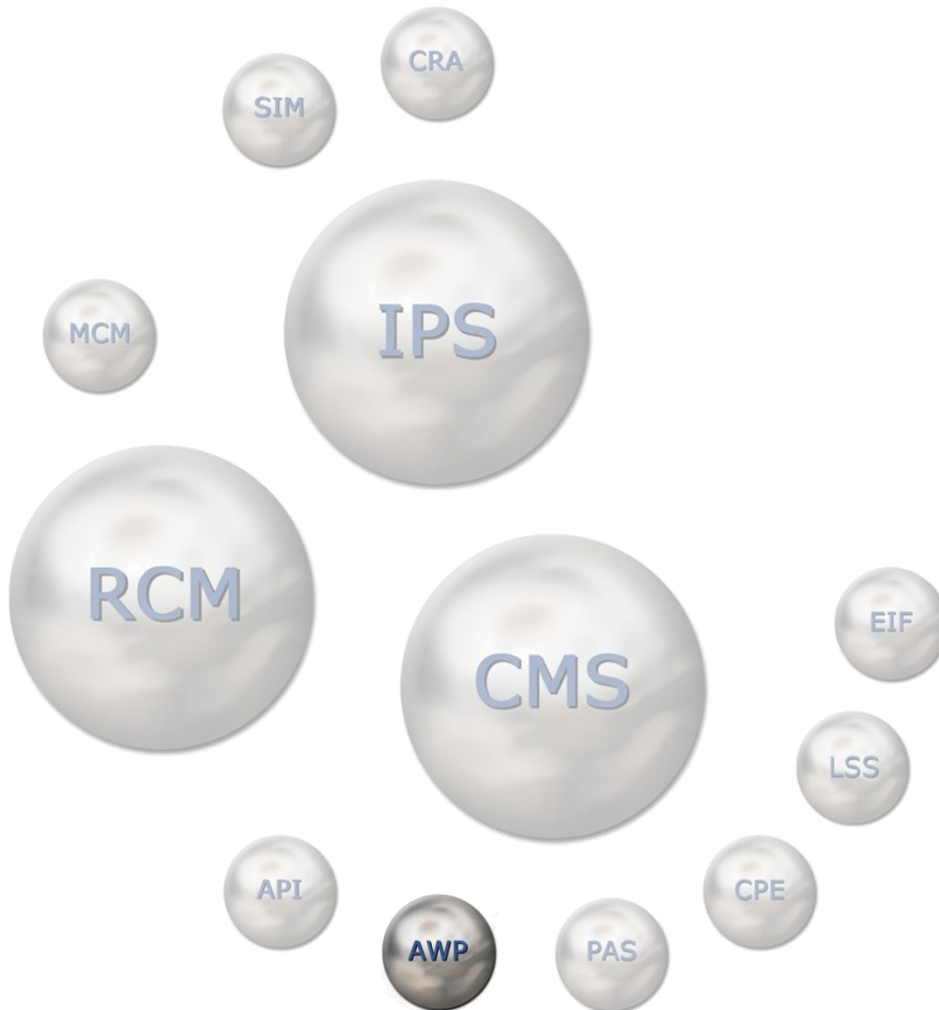
A person's home cost centre defaults in from the SAP organisational assignment and can be overridden on the claim. Additionally, the cost centre for specific payments (e.g. investigations) can be overridden.

For organisations who manage their SAP HR and Finance on separate instances, the standard SAP ALE functionality can be used to integrate the process.

SafetySuite

AWP

Automated Weekly Payments



SafetySuite | AWP

Automated Weekly Payments (AWP)

- Calculate Average Weekly Earnings
- Calculate Weekly Payments
- Track Claim Milestones
- Directly Update Payroll
- Manage Under Threshold, Legislative and Make-up Pay

Components

SafetySuite | AWP

SafetySuite collects all information required to automate the calculation of Weekly Payments. This includes the automation of AWE, Capacity to Work Values, absences in a period, absences to-date and automation of Current Weekly Earnings.

Based on the claim details and configured rules about threshold periods (and definition of weeks), and statutory minimum and maximum amounts; the weekly payment function determines for each pay cycle what is to be paid for under threshold, legislative and make-up pay components. Once approved, these are automatically allocated to their respective wage-types in SAP payroll for inclusion in payroll.

SafetySuite | AWP

SafetySuite can interrogate the results in a payroll system with the push of a button returning AWE split between Normal, Overtime, Allowance, and other configured amounts.

In determining AWE, a warning pop-up may appear explaining any occurrences that may differentiate the returned statistical average figure from “normal and reoccurring”. The user can then perform the necessary analysis and override both the legislated and make-up pay calculated figures for use in the automated weekly pay calculations.

To determine the Current Weekly Earnings for automated calculation, SafetySuite runs a payroll simulation in the background for the relevant claimants.

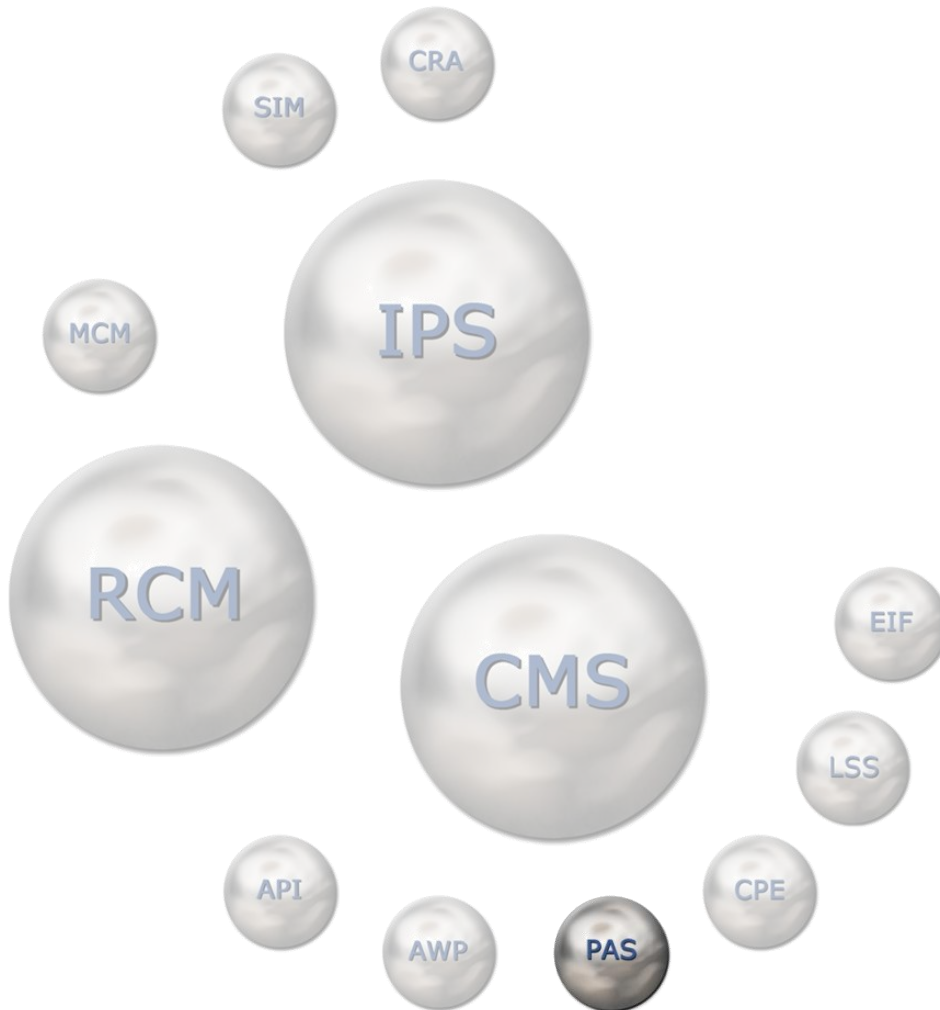
As SafetySuite utilises the SAP time management and payroll functionality, all leave accrual rules and retrospective payroll functionality are enabled as they would normally be in SAP.

SafetySuite calculates weekly payments by applying data from SAP payroll, Time Management and SafetySuite Claim Data to configured judicial rules stored in SafetySuite tables. These reference tables are all date delimited to allow updates as the requirements evolve. Simple changes to threshold periods, percentages and statutory amounts are simple configuration updates and can be implemented well before their effective date.

SafetySuite

PAS

Premium Allocation System



SafetySuite | PAS

Premium Allocation System (PAS)

- Allocate Premium or Provision Amounts Based on Contribution
- Apply Factors by Premium Year
- Apply Factors to the Total Gross Incurred Amount or just to Movements
- Fine Tune Collection to Match Actuarial Outcomes

SafetySuite | PAS

This function allows the distribution of Work Cover/Comcare Premium costs to individual cost centres. This best practice approach will reward successful safety management and therefore encourages improvement. Organisations are required to have set-up SafetySuite Accounts Payable Integration (API) to use this functionality.

What is the WorkCover/Comcare Premium and What Affects It?

WorkCover/Comcare premiums are determined through a complex set of calculation that use the total remuneration for an entity, the industry that entity is in, and the historical workers compensation costs to determine the amount. Each year the Work Cover/Comcare authority tweaks the industry rates and the factors affecting relevant years of claims history to ensure that they have the necessary funds to support the projected claim costs in the New Year.

At the commencement of the financial year organisations are asked to estimate their remuneration for the coming year. A premium is determined and paid. At the conclusion of the financial year actuals are reported and the premium is adjusted requiring additional payment or a credit on the subsequent year's premium.

Establishing a Planned Baseline Premium

At the commencement of the financial year organisations provide the Insurer with details of planned remuneration to determine the initial premium. For customers using SAP this figure should easily be extracted from the budget stored in SAP FI/CO. Remuneration (wages) will be a specific GL Account against a cost centre or a node in a cost centre hierarchy.

SafetySuite | PAS

This figure is recorded against cost centres either through a manual exercise or using the personnel cost planning tool. In either case the outcome records planned remuneration (wages) against cost centres in SAP Finance. The baseline premium, or premium without any claims history, is simply these figures multiplied by the industry rate. A simple rule then establishes the budgeted oncost for the baseline WorkCover/Comcare premium determines this amount.

Establishing the Planned Premium History

SafetySuite records each claim against the relevant policy and policy year. Through configuration, all the complexity of the WorkCover/Comcare Authorities “tweaks” are recorded in policy year specific configuration tables. As each claim captures the Gross Incurred Cost, the projected final cost of a claim, the running of the premium allocation function can update cost centres with a baseline premium history amount, the additional amount incorporated into the premium based on open WorkCover/Comcare claims. This figure is typically spread over the course of the year. A simple report in FI will combine the two components to determine the allocation of the premium to a cost centre.

Updating Actual Baseline Premium

A rule in the payroll creates an oncost related to the baseline premium amount simply by multiplying the remuneration (wages) figure by the industry rate. These flow through from payroll each period to the relevant cost centre. These actual amounts ensure that adequate funds are in place to account for staffing changes over the year.

SafetySuite | PAS

Updating Actual Premium History

Each month, usually in line with the periodic uploads from the insurer, each claims payments, estimates, and gross incurred figures are updated. The Premium allocation function reviews the new position of each claim against the previously determined figures and updates the cost centres with the fluctuations in the capped factored amounts. This insures that any changes to the premium based incurring or reducing the contribution of a claim are reflected in cost centre.

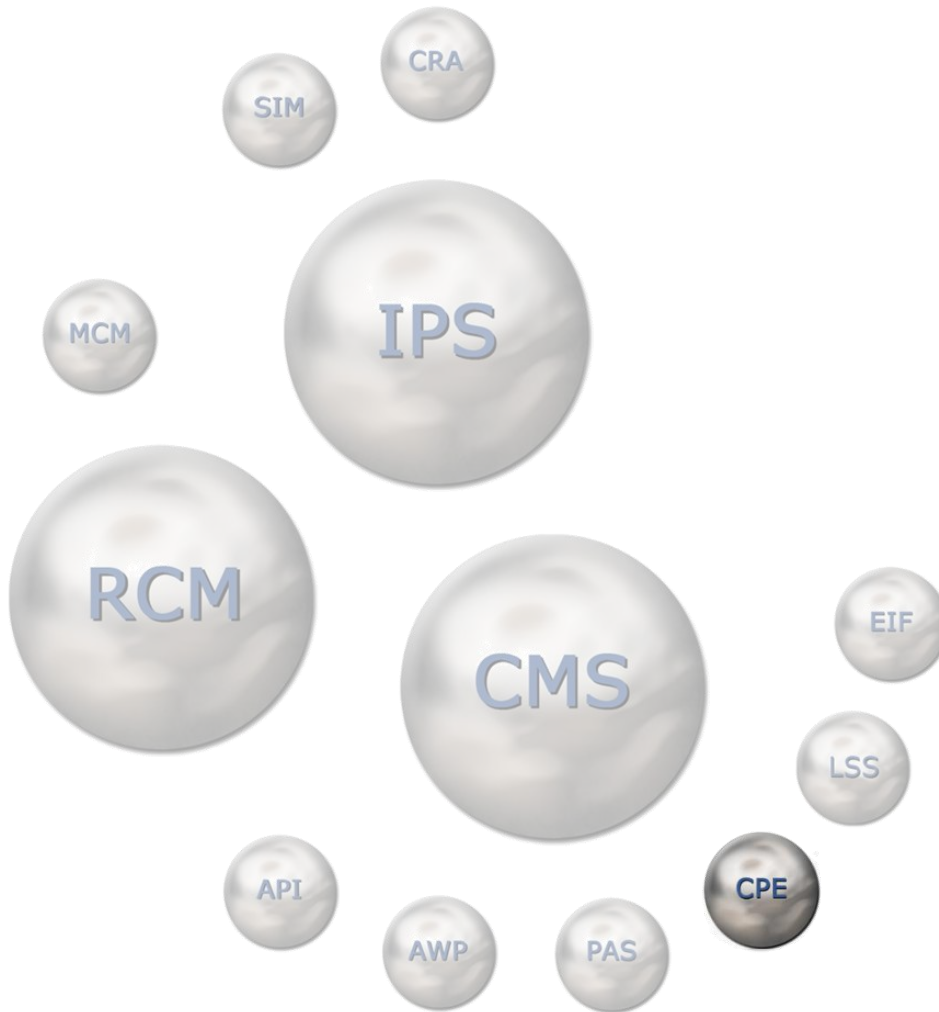
Monitoring the Claims Premium

Cost Centre Manager's simply review their cost centres planned and actual figures to see how their WorkCover/Comcare Premium is tracking. If their cost centre's remuneration grows or resides so does their premium. If a person is quickly returned to work their premium reduces, if a new person raises a claim the premium increases. The system holds managers accountable and teaches them that only by preventing injuries and facilitating effective return to work plans can they reduce the financial exposure of their cost centre.

SafetySuite

CPE

Comcare Process Extender



SafetySuite | CPE

Comcare Process Extender (CPE)

- Notifiable Incident Report (requires IPS)
- Claim Lodgement Processing (SRC16)
- Time-off-Work Form (SRC169)
- Reconciliations
- CIS Upload

SafetySuite | CPE

Notifiable Incident Report (requires IPS)

Based on the Comcare criteria, SafetySuite will determine if the incident is notifiable or not and automatically produce the appropriate documentation. Documentation can then be sent to Comcare via Fax or Email. A complete audit trail is available to ensure transparency and accountability.

Claim Lodgement Processing (SRC16)

Claimants can complete the Comcare Claim for workers compensation form Part 1 on-line, with their Personal, and Injury details being automatically generated from SAP HR and the Work Related Injury information. Once entered, the form is work flowed to the claims department for further processing.

Claims supervisors can then view the Claim Form Parts 1 & 2, with all relevant fields automatically populated, (including the automatic calculation of Normal Weekly Earnings) adding additional details where necessary.

On completion, the entire Claim Form can be printed, signed and sent to Comcare.

Time-off-Work Form (SRC169)

The ToW form is generated with Employee name, claim number, reason & period of absence, supervisor name & phone number. ToW's can be associated with Medical Certificates for easy submission to Comcare.

Additional information is automatically generated including Normal Weekly Earnings (broken down by Wage Type and presented on a week by week basis), Actual Hours Worked and Entitlements.

The completed ToW is then easily printed, signed and sent to Comcare for re-imburements to be processed.

SafetySuite | CPE

Reconciliations

SafetySuite automatically calculates entitlements for easy reconciliation to Comcare remittances. Information is pre-coded with Cost Centre and GL Account details, which can be used to automatically update SAP Financials.

CIS Upload

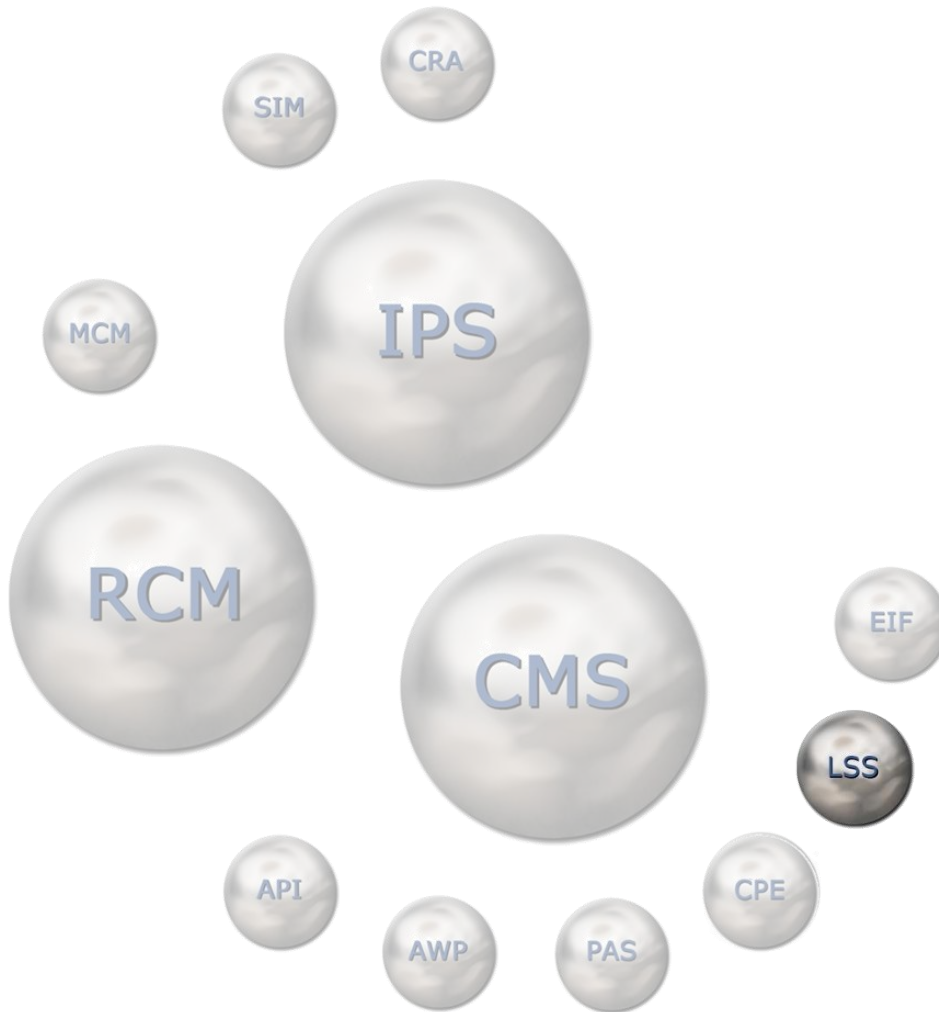
Upload information from the Comcare Information System (CIS) on any/all claims (including Medical Sundries details) to allow internal analysis of claim costs by Cost Centres, locations, pay periods, incident/injury type etc.

SafetySuite is compliant with the SAP HR Public sector template that is used in all Commonwealth Government Installations.

SafetySuite

LSS

Litigation Support System



SafetySuite | LSS

Litigation Support System (LSS)

SafetySuite's LSS module can be run on its own, or integrated into the SafetySuite Claims Management (CMS) or Rehabilitation Case Management (RCM) Systems. The LSS module provides the ability to establish different litigation types, each with its own unique security access and processes such as conciliation, tribunal hearings, and common law.

SafetySuite's LSS module is integrated with the new SafetySuite correspondence functionality which allows each piece of integrated outgoing correspondence to be flagged as a formal determination. Litigation can therefore commence as an appeal to a formal determination or initiated on its own. Financial outcomes from a case can then be paid from litigation, into the payment area of an associated claim.

SafetySuite's LSS module comes fully loaded with all the standard SafetySuite functions, such as unlimited additional text types, configurable dates functionality, attachments, automated correspondence using standard letters, notifications, monitoring of tasks, and of course comes with standard reports.

SafetySuite | LSS

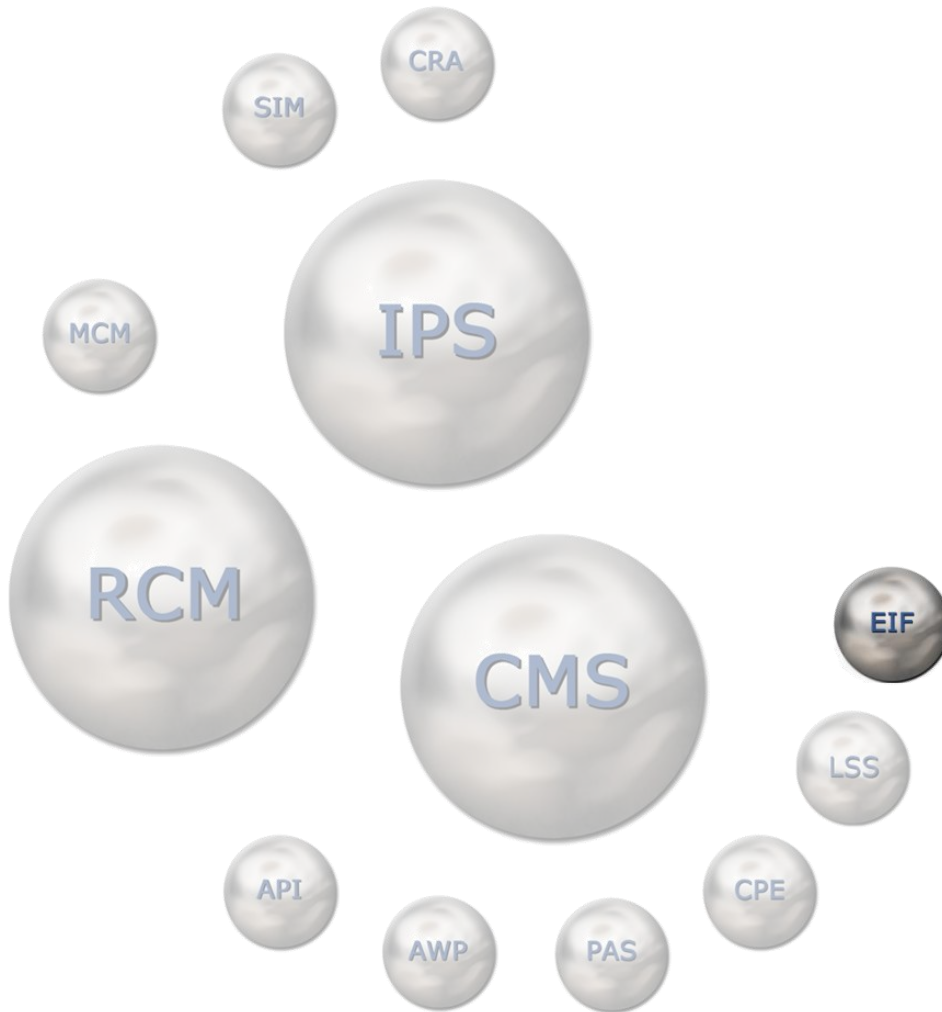
LSS allows the creation of :

- Reconsideration process
- Tribunal appeal
- A unique case, which tracks case status
- Relevant appeal number
- Person responsible
- People involved in the case
- Case outcomes
- Tracking of the details associated with each event (such as conciliation meetings, phone calls, court dates)

SafetySuite

EIF

Electronic Interfaces



SafetySuite | EIF

Electronic Interfaces (EIF)

- Manage all Statutory Electronic Reporting for Self-Insurers
- Full Version Control & Legislative Support
- Validate Errors Prior to Submission
- Preventative Controls Specific to Each Jurisdiction

SafetySuite | EIF

Once details have been allocated throughout the injury management process, and a claim raised, SafetySuite creates the electronic correspondence required to meet Self-Insurer requirements to all Australian jurisdictions that accept electronic submissions.

Traditional correspondence to claimants as required by each WorkCover authority can be automated using triggers associated with pre-defined criteria.

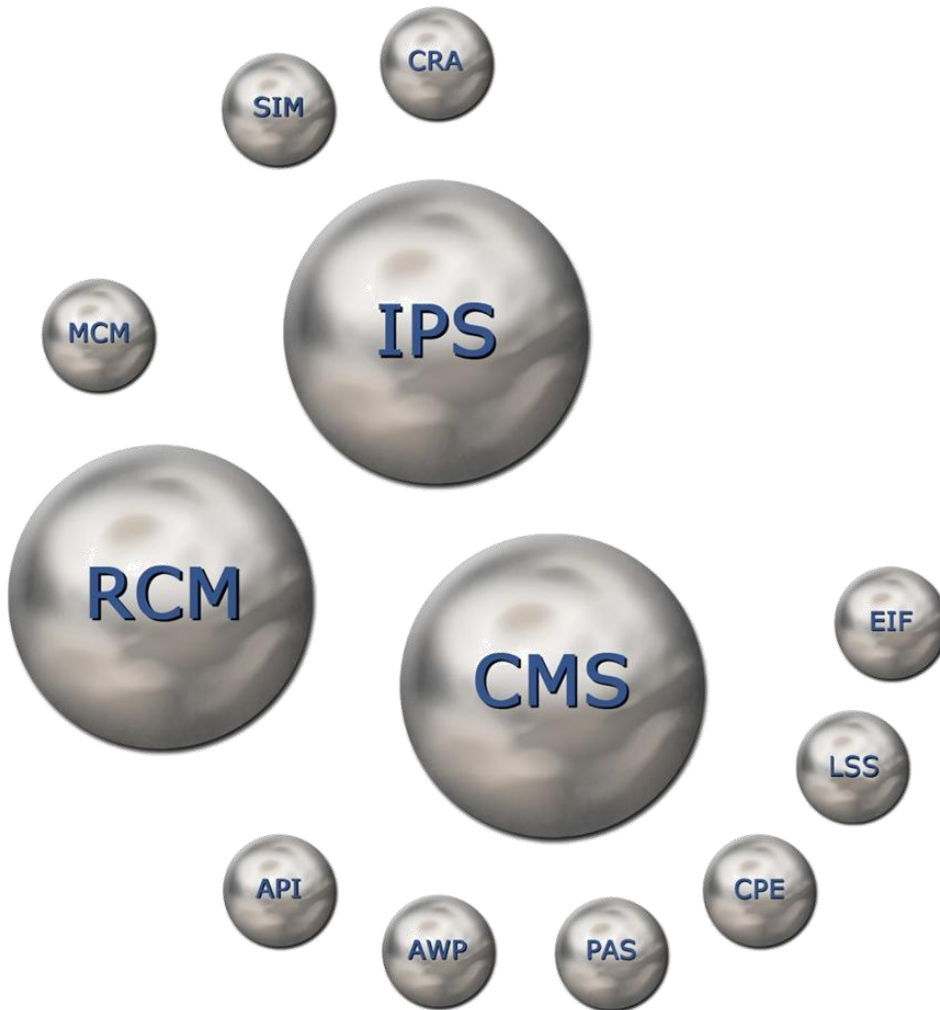
SafetySuite provides legislative compliance for all Australian jurisdictions and New Zealand. This is accomplished by using a single product philosophy providing each customer with the same core product, which is configured to specific business processes utilising customer specific settings.

All Insurer Interfaces are based on the published WorkCover Authorities requirements. Legislative changes to electronic interfaces can be effected either by the structure of the file, or the code sets transmitted in the files. These changes are usually straight forward as file specifications are made available by the WorkCover Authority.

Customers can implement a corporate set of codes to enable corporate reporting with corporate codes mapped to each jurisdiction's unique codes sets. Fatal error combinations are validated in SafetySuite to ensure users enter consistent data.

Additionally, SafetySuite controls ensure that necessary data has been entered prior to transmitting electronic interfaces between SafetySuite and each jurisdiction's system.

SafetySuite | REPORTING



SafetySuite | REPORTING

SafetySuite Reporting

Each Business Application of SafetySuite comes complete with a library of standard List and Executive reports and a user friendly Adhoc report writer.

As an integrated component of SAP, reporting is enabled through the same mechanisms as SAP. These mechanisms include Standard SAP Reports, Pre-delivered SafetySuite Reports, Pre-delivered SafetySuite Queries, integrated SAP Reporting Tools, Customer specific Queries and Customer Specific Reports.

Every field required by any Australian regulatory authority exists on the SafetySuite data structures or in the standard SAP solution. SafetySuite is delivered with a core set of reports that have been developed based on the requirements of our insured and self-insured customers.

Standard SAP Reports: Due to the integrated nature of SafetySuite, some reporting requirements can be met through standard SAP reports. For example, as absences entered via the injury management functionality are allocated to absence types in time management, standard SAP absence reports will tell you who has been off on workers compensation and exactly when.

Pre-delivered SafetySuite Reports: There are some metrics that all organisations use in their reporting. An example of this is the Injury Frequency Rate reporting. Delivered with SafetySuite is an Executive report that will evaluate the whole organisation or just a department for a specified period identifying the total hours worked by all personnel, the injuries sustained and provide the corresponding frequency rates for each injury classification (e.g. Lost Time).

SafetySuite | REPORTING

Executive Reports

Executive Reports are management reports that are generated to display a summary of the data which is stored in SafetySuite.

As Executive Reports are summaries of existing information, an extract program is generated monthly to update the report information. This enables the reports to be generated more efficiently and effectively.

To execute this type of report a period and summary object must be defined before the columns and rows required are checked. This allows the users to define the layout of their summaries.

List Reports

List Reports are transactional level reports that display a list of a specified group of information stored in SafetySuite. The list is generated by following a specified path or evaluation path entered by the end user or specified by a variant. This provides our customers with the flexibility to display List Reports on all the SafetySuite data stored.

List Reports have two main elements:

Reporting Period: Users can define the payroll period and year they wish to report on (Note this is standard across all reports).

Execution Mode: Defines the mode of which the report will be executed in. There are three main reporting modes; Employee Mode, Management Mode and Analyst Mode.

SafetySuite | REPORTING

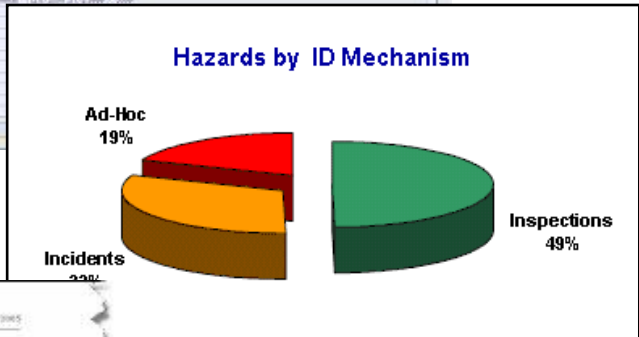
Output Formats

Choose your output mechanism

Basic Hazard List	
*HazardMech	#HazCo
Hazard Entry	9
Hazard Identification	154
Housekeeping Inspections JaneTest	5
Incident or injury	180
J/V Test	14
Machinery Inspections JaneTest	3
Notice from Regulatory Authority	25
Workplace Audit	41
Workplace Inspection	46
	478

HazID	HazDesc	HazSt
50035733	Testing on Animals	0011
50035734	Testing on Humans	0011
50035746	try to see a notification	0010
50035747	sadfsga saga dg	0010
50035749	Hazard Identified	0010
50035750	Hazard Identified	0010
50035751	Hazard Identified	0010
50035752	Hazard Identified	0010
50035753	Hazard Identified	0010
50035754	Hazard Identified	0010
50035756	Hazard Identified	0010
50035757	Hazard Identified	0010
50035758	Hazard Identified test	0009

A	B	C	D
1	HazID	HazDesc	HazSt
2	50035733	Testing on Animals	0011
3	50035734	Testing on Humans	0011
4	50035746	try to see a notification	0010
5	50035747	sadfsga saga dg	0010
6	50035749	Hazard Identified	0010
7	50035750	Hazard Identified	0010
8	50035751	Hazard Identified	0010
9	50035752	Hazard Identified	0010
10	50035753	Hazard Identified	0010
11	50035754	Hazard Identified	0010
12	50035756	Hazard Identified	0010
13	50035757	Hazard Identified	0010
14	50035758	Hazard Identified test	0009



Category	Actual	Open	Completion %
Customer Accounts	1,234	1,234	100%
Customer Support	5,678	5,678	100%
Customer Training	9,012	9,012	100%
Customer Feedback	3,456	3,456	100%
Customer Retention	7,890	7,890	100%
Customer Satisfaction	2,345	2,345	100%
Customer Loyalty	6,789	6,789	100%
Customer Engagement	1,012	1,012	100%
Customer Advocacy	4,567	4,567	100%
Customer Partnership	8,901	8,901	100%
Customer Collaboration	2,109	2,109	100%
Customer Innovation	5,432	5,432	100%
Customer Ecosystem	9,876	9,876	100%
Customer Community	3,210	3,210	100%
Customer Network	7,654	7,654	100%
Customer Alliance	1,987	1,987	100%
Customer Partnership	6,321	6,321	100%
Customer Collaboration	10,123	10,123	100%
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