

Education and training

Formal qualifications completed by the client

<i>Qualification</i>	<i>Subject</i>	<i>Institution</i>	<i>Level reached</i>
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Secondary (School Certificate, University Entrance, Sixth Form Certificate, Bursary)

Tertiary

Post-Graduate

Incomplete formal qualifications

Yes No

Incomplete qualification

Ongoing requirement to gain qualification

Number of years needed to complete employment related qualifications

On-the-job training or informal training the client has participated in

<i>Type of training</i>	<i>Leads to a recognised qualification?</i>	<i>Qualifies the client for a higher level job?</i>	<i>Ongoing training needed for the qualification?</i>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is the client currently participating in any education or training?

Yes No

General education comments

Transferable skills

Client's transferable skills and how these are demonstrated

Client's attributes and competencies that will advantage their employability

Transferable skills comments

Types of work that particularly interest the client

Work type options

The following work type options listed in order or priority are available in NZ and have been based on the client's education, training, work experience, pre-incapacity earnings and transferable skills. These options have been discussed fully with the client and the client participated in their selection. (List first those types of work that most closely align with the client's pre-injury occupation, then all other work types.)

Work Type Detail Sheets are attached for each of the listed job options.

1. Work Type

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- **Skills:**
- **Education:**
- **Qualifications:**
- **Pre-incapacity earnings:**

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

2. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- **Skills:**
- **Education:**
- **Qualifications:**
- **Pre-incapacity earnings:**

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

3. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- **Skills:**
- **Education:**
- **Qualifications:**

- Pre-incapacity earnings:

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

4. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- Skills:
- Education:
- Qualifications:
- Pre-incapacity earnings:

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

5. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- Skills:
- Education:
- Qualifications:
- Pre-incapacity earnings:

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

6. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- Skills:
- Education:
- Qualifications:
- Pre-incapacity earnings:

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

7. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- Skills:

- **Education:**
- **Qualifications:**
- **Pre-incapacity earnings:**

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

8. Work Type:

Reason (how work type matches skills):

Please outline how you have considered each of the following points in your assessment.

- **Skills:**
- **Education:**
- **Qualifications:**
- **Pre-incapacity earnings:**

Strategies for assisting the client to become work ready in this Work Type:

Client comments (if applicable):

Barriers to returning to work

Based on information obtained during the interview the following are identified as potential barriers to the client successfully obtaining work in the areas identified above (e.g. lack of knowledge about the labour market, lack of interview skills, lack of job search skills)

Client comment

Please detail all comments made by the client regarding their experience, education, training, potential work type options, proposed options and any other issues raised.

Curriculum Vitae

Curriculum Vitae completed and attached Yes No

Advice provided about use of Curriculum Vitae Yes No

Other relevant information or comments

The role of the occupational assessor in the IOA process was explained to the client.

The information for the work type options section was obtained from the following sources:

- *Australia and New Zealand Standard Classification of Occupations, 2006*
- *Career Services KiwiCareers website*
- *Provider knowledge and research of the local job market*

Signed

Consultant name:

Consultant signature:

Date:

The information collected on this form will only be used to fulfil the requirements of the Accident Compensation 2001. In the collection, use and storage of information, ACC will at all times comply with the obligations of the Privacy Act 1993 and the Health Information Privacy Code 1994.