

Cle Elum-Roslyn School District No. 404

Board Policy

Personnel

5412

Workers' Compensation Leave

It is the policy of the district to provide benefits in accordance with applicable laws to employees who incur a work-related illness or injury. Workers' Compensation leave and FMLA benefits shall run concurrently if both are applicable.

Eligibility: All employees are eligible for this benefit. Benefits are for personal injury from an accident or occupational disease arising out of and in the course of employment with the district. Injuries which occur during recreational or social events under circumstances where the employee is under no duty to attend, and where the injury did not result from the performance of tasks related to normal job duties are not covered under Workers' Compensation.

Reporting Workplace Injuries, Accidents or Illnesses: The Cle Elum-Roslyn School District is a self-insured employer in cooperation with other school districts through ESD 105 of Yakima. Employees must report all work-incurred illnesses or injuries to their supervisor immediately. The injured employee will be required to complete an Accident/Incident/Injury Report form as soon as possible, along with an SIF form for the ESD L&I Department.

Throughout the claim period, any additional information such as medical reports, bills, work ability reports, police reports, etc. must be given to the payroll department. Work-incurred illnesses and injuries may be investigated by the district and/or its representatives to the extent it deems necessary in its sole and absolute discretion.

Paid or Unpaid Leave: The ESD 105 L&I Coop determines whether an illness or injury is to be compensated under Workers' Compensation law. The Workers Compensation plan will provide coverage for medical expenses and wages to the extent required by statute to those employees who qualify. Employees will receive regular pay for the balance of their shift on the day during which illnesses or injuries were incurred or for reasonable amount of time lost as a result of treatment required for injuries or illnesses sustained during their regularly scheduled shift. Pay for the balance of the day of a work-incurred illness or injury will be counted as time worked for the purposes of computing overtime for that week.

Returning from Workers' Compensation Leave: Employees must receive from their treating physician a written "release to work" specifically allowing the employee to perform most of the essential functions of the employee's job. Any employee who is off work and drawing workers compensation shall be required to provide the district with a written doctor's release before the employee is allowed to return to work. In addition, should the employee be released to return to work by a doctor and fail to do so, all benefits under sick leave shall be ended and those benefits under Workers' Compensation shall be restricted as provided by current statute. If an employee receives a "restricted release to work," their immediate supervisor will make the determination of type of work the employee will be instructed to complete.