



Work Comp Process(Detail)

What happens after the employee is injured – return to work with modified duties?

Employee(EE) injured

- EE notifies Manager/Supervisor
- EE calls InterMed Triage Nurse (800) 367-5020
- EE completes Injury Reporting Packet
- If treatment is required or EE elects – proceed to Designated Industrial Clinic
 - First Aid= RTW
 - Treatment & Evaluation
 - Full duty or Modified Duty
 - EE reports to Risk Management with work status update
 - Treatment continued until discharge or termination of care
- Modified Duty
 - Modified duty agreement initiated at District
 - Status monitored by District
 - EE returned to full duty before end of agreement = END OF PROCESS

How does an EE get returned to work?

- Industrial Clinic or Risk Management determines return to work status
- District provides RTW or is unable to accommodate

What is the process for that?

- EE should report to Risk Management for ALL return to work issues for clearance/approval of RTW

After 30, 60, 90 days what happens?

- District will track modified duty days between 45 -60 an accommodation meeting should be scheduled

When does the interactive process begin?

- Interactive process begins whenever an employee requests an accommodation, i.e. provides work status for modified duty, permanent restrictions, etc. Not every interactive process is a formal meeting.
- Formal meetings should begin when there is no immediate accommodation available or permanent change in position is needed

When does the QME(Qualified Medical Examiner) come into play?

- Disputes to medical treatment, AOE/COE (arising out of and during the course and scope of employment), PD (Permanent Disability), litigation

What happens when a case becomes litigated?

- Communication with the EE will only be in regards to their benefits all other communication regarding claims (treatment, settlement) will be handled by the assigned attorney