

**TRANSITIONAL DUTY**

**1. Policy**

The Lyon County School District is committed to providing work, when possible, for employees who have been restricted by a treating health care provider due to a work-related injury or illness. Such work will be provided subject to availability. Work will be assigned according to the nature of the injury or illness and the limitations set forth by the treating health care provider. Every effort will be made to place employees in positions within their own departments. If necessary, an employee will be placed wherever an appropriate position is available.

**2. Compensation**

“Transitional duty”, “light duty”, and “temporary modified duty” are all defined as the same thing for the purposes of this policy.

While on transitional duty, employees assigned to positions in the same class will continue to receive their regular rate of pay; employees assigned to a different class will receive similar wages to their original position. Employees who are placed outside their department will continue to have their pay charged to their regular department.

**3. Duration and Conditions of Transitional Duty**

An employee on transitional duty must furnish a written update from the health care provider to the workers’ compensation coordinator (Benefits & Risk Manager) after each visit in order to remain in the reassigned job. Transitional duty assignments are limited to a period of 90 days, subject to review.