

BOARD OF TRUSTEES
HUMBOLDT COUNTY SCHOOL DISTRICT

POLICY 3010
BUSINESS, NON-INSTRUCTIONAL

WORKMANS COMPENSATION FOR EMPLOYEES

1. Employees of the Humboldt County School District (including members of the Board of Trustees) are provided with worker's compensation coverage through the school district's self-insured workers' compensation program.. This coverage is provided by the district at no cost to the employee.

All injuries occurring during the course of an employee's service shall be reported at once to the immediate supervisor or principal **AND** to the District office. If the injury is such as to prevent the employee from reporting, the immediate superior or nearest co-worker shall report the incident to the District Office. The District Office and the injured person are jointly responsible to ensure the necessary reports are completed in compliance with the regulations of NRS 616 and 617.

2. Injured employees may not accrue vacation or sick leave days while receiving compensation from workmen's compensation.

An injured employee's vacation and sick leave days will be reduced at the rate equal to the District's share of all salary payments. The employee will receive both the workmen's compensation check and the District's payment for the remainder of his/her regular salary until all vacation and sick leave days are exhausted.

The employee will receive only the workmen's compensation check after exhausting leave benefits as the District payment is discontinued.