

# WALLINGFORD- SWARTHMORE SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: WORKERS' COMPENSATION

ADOPTED: February 25, 2002

REVISED: April 27, 2015

<p>1. Purpose</p> <p>2. Authority 77 P.S. Sec. 1 et seq</p> <p>3. Guidelines</p>	<p style="text-align: center;">346. WORKERS' COMPENSATION</p> <p>The Board recognizes that administrative, professional and classified employees may incur injury in the course of employment for which they may be eligible for compensation consistent with the law. It is the policy of the district that employees who sustain an injury in the course of employment in the district may receive appropriate compensation in accordance with the terms and conditions set forth in this policy and in accordance with the provisions of Pennsylvania law.</p> <p>Workers' compensation is mandated by law and all employees are covered while performing their assigned duties.</p> <p>If an employee is absent from work due to a job related injury or illness and is determined to be eligible for compensation under the Pennsylvania Workers' Compensation Act, said employee has the option of electing to be compensated from the District Workers' Compensation carrier or he/she may utilize any accumulated leave time, unless governed differently by any current Collective Bargaining Agreement or Compensation Plan. Under no circumstances may the employee use both simultaneously.</p> <p>Employees selecting the option to be compensated from the District Workers' Compensation carrier must be disabled more than seven calendar days (including weekends) before Workers' Compensation payments for disability are payable. Benefits for time lost from work are payable on the eighth day after injury. Once the workers' compensation-eligible employee has been off work fourteen (14) days, he/she shall receive retroactive payment for the first seven (7) days.</p> <p>If a workers' compensation-eligible employee is enrolled in a district group health plan, the district will continue to provide health insurance for an employee who is receiving workers' compensation, pursuant to District Policy 335 for FMLA. FMLA will run concurrently with workers' compensation.</p> <p>During the period of workers' compensation eligibility, the employee's share, if applicable, of group health plan premiums will be paid to the district.</p>
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An employee injured while performing services as an employee of the district shall contact the nurse and immediate supervisor, and then file a report of the injury with the Human Resources Office as soon as possible, preferably within the workday or by the next business day after the accident or illness. If the employee requires treatment from one of the providers on the designated list, he/she shall visit a physician listed on the approved panel of physicians. The employee must treat with that provider for a period of ninety (90) days from the date of the employee's first visit.

If after the ninety (90) day period the employee still needs treatment, the employee may continue treatment with that provider or choose another health care provider. However, the employee must notify the Director of Human Resources of their decision to change health care providers within five (5) days of their first visit to the health care provider of their choice in order for bills to be paid. Employee bills will be processed for payment if their health care provider files reports as required. These reports must be filed within ten (10) days after the employee's first visit and at least once a month for as long as treatment continues.

References:

Workers' Compensation Act – 77 P.S. Sec. 1 et seq.

Board Policy – 334, 335, 337, 347