

Descriptor Term:

GBRHA

RETURN TO WORK POLICY

ISSUE DATE: **6-26-06**

It is the policy of Jackson County School District to assist employees injured at work to receive appropriate medical care and return to work as soon as possible within medical restrictions. This will support the employee's sense of job security and help the employee to return quickly to his or her pre-injury lifestyle. It will also help Jackson County School District maintain productivity and reduce workers compensation costs.

Our early return to work program provides opportunities for an employee who is injured on the job to return to work at full duty. If the injured worker is not physically capable of returning to full duty, the program provides opportunities to temporarily perform his or her regular job with modifications or, when available, to perform alternate temporary work that meets the injured worker's physical capabilities.

In order for this program to be successful, all injuries must be reported immediately or as soon as medically possible. We will assist you with immediate transportation from work to the medical facility. Your supervisor will report the injury to the Director of Transportation/Insurance who will submit the report to AmFed. Following medical treatment, we ask that you report your medical status the Director of Transportation/Insurance. If you are unable to return to your normal duties, we will attempt to provide a position with modified duties, if applicable. The modified duty position will comply with the medical provider's job restrictions.

This return to work policy covers all employees. It is the responsibility of all employees to understand and follow the guidelines outlined in this policy.

No statement contained within this policy or procedures modifies the employment relationship of the parties as established by State law or the employment agreement signed by the employee and the school district when the employee was hired.

Please refer to GBRHA-E for the procedures to be followed under this policy.

LEGAL REF: MS CODE § 71-3-35

CROSS REF.: Policies EBB – Safety Program

EBBA – School Safety Plan