



5.10.100-AD Injured Worker Return-To-Work Program

- (1) **Establishment**. The district hereby establishes a Return-to-Work Program for employees who have experienced an on-the-job injury.
- (2) **Statement**. It is in the best interest of employees who have been injured on the job to return to full or temporary transitional duty which is meaningful and useful as soon as medically indicated. Staff will work with injured employees and medical providers to accomplish this goal.
- (3) **Purpose**. Modified duty benefits the employer and employees in several ways:
 - (a) Employees normally recover faster when they remain active and are kept in the workplace;
 - (b) Employees who perform modified duty maintain a greater sense of self-worth by knowing they are valued by their employer;
 - (c) Workers' compensation costs are reduced;
 - (d) Employees working modified duty have an opportunity to develop new skills.
- (4) **Qualifications**. Modified duty, if available, will be provided to employees who meet all the following qualifications:
 - (a) Employee has an accepted compensable on-the-job injury with the Portland school district;
 - (b) Employee is restricted from his or her regular job duties by a physician;
 - (c) Employee is eligible for time loss benefits.
 - (d) Employee is qualified to perform the work.
- (5) **Scope**. This program applies to all district employees and:
 - (a) Modified duty wages shall be offset against time loss payments;
 - (b) Modified duty positions shall be only temporary and transitional;
 - (c) The hourly wage at time of injury will be paid to the employee for a modified duty workday;
 - (d) Modified duty may no longer be offered if the employee:
 - (A) Fails to meet the "Qualifications" listed in paragraph 4. above.; or
 - (B) Exceeds 90 days of temporary transitional placement.

- (e) If an employee's hours are reduced for a modified duty position, the hourly wage for the modified duty work shall be that received by the employee at time of injury. The employee will receive a check for earned wages and a check for temporary partial disability benefits for the reduced hours.
- (f) The employee will be expected to comply with Board policies. Should employees miss time for reasons unrelated to their injuries, their wages will be adjusted. The absence may be eligible under the employee's benefit package.

Policy Implemented:

History: Adpt. 4/26/95

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Approved:	
_____	_____
Superintendent	Date