



Workers' Compensation- Self-Insurance

I. Self-Insurance, Workers' Compensation Claim Administration and Safety Services

- (1) The District is largely self-insured for its Workers' Compensation, which applies to all work-related injuries or illnesses. The Risk Management Department shall receive reports of claims, administer claims, defend appeals before the Workers' Compensation Board, investigate causes of injuries, recommend modifications of work procedures and facilities, and train staff in safe work procedures and may engage the services of an external program administrator to assist the District.
- (2) The Superintendent is authorized to establish settlement authority for the Risk Management Department to resolve workers' compensation claims under \$75,000 per claim.
- (3) All settlements over \$75,000 shall be approved by the Board.
- (4) Within 30 days of the end of each quarter, the General Counsel's Office shall provide the Board with a list of summaries of the workers' compensation settlements of claims resolved below the board-approval threshold.

II. Establishment of Reserve

- (1) A reserve fund is established pursuant to ORS 332.437 for the purpose of paying the costs incurred by the district under this policy and paying Workers' Compensation claims of the District in accordance with this policy.
- (2) This reserve fund shall be maintained by the District on a sound actuarial basis so that at any time it is sufficient to pay the costs for the current fiscal year, which are described in section I (1) of this policy and, in addition, the District's estimated liability in future years for claims made in prior fiscal years. Recommendations for the amounts to be maintained in the reserve may be made using the services of a professional insurance actuary.
- (3) The resource of the reserve fund shall be adjusted from year to year by reason of earnings on investment of money in said reserve and additions thereto made pursuant to this policy. Expenditures from the reserve shall be made only pursuant to this policy for the purpose for which the reserve fund was created.