

Early Return to Work

Efforts will be made on a case-by-case basis to return ill or injured employees to work. Returns will be within the requirements of the injury, the limitations of the law and the limitations of the district.

To minimize serious disability due to on-the-job injuries and to reduce employee's compensation costs, the district has developed procedures to deal with time loss claims in which the employee, unable to perform the essential job functions of the original job, can be offered light-duty or modified work assignments, on a temporary basis as a reasonable accommodation. Efforts will be made on a case-by-case basis to return injured or ill employees to work within the requirements of the illness or injury, the limitations of law and the limitations of the district's available work assignments.

Light-duty jobs will be identified after obtaining and examining the ill or injured employee's physical limitations or restrictions from a health-care professional. "Light duty" may be considered as any of the following options:

1. The employee's regular job, modified by removing certain tasks and possibly reassigning these tasks to another employee(s);
2. A different job that already exists in the district;
3. A temporary job that is specifically designed to meet the employee's health-related restrictions.

A temporary, light-duty job assignment offer will be made only when the work is available and of benefit to the district. The light-duty job assignment, if offered, will end on the date the employee receives a regular work release, and may be ended at any time if there is no longer a need for the light-duty work. Each case will be assessed individually, based on need. Light duty and modified work may not be implemented in every time loss claim. Wage rate will not necessarily be the same as that of the regular job.

On-the-job injuries and occupational diseases will be handled by a team consisting of the injured employee, his/her supervisor, the building principal or department supervisor or designee, the superintendent, the insurance company and the employee's physician. The team approach is the most effective method for achieving a return to productive work at the earliest opportunity.

The administration will develop procedures to implement this policy, in consultation with the district's Workers' Compensation Insurance carrier.

END OF POLICY

Legal Reference(s):

[ORS 659A.043](#)

[ORS 659A.046](#)

[OAR 436-110-0001 to -0900](#)

Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000).

Cross Reference(s):

GAB - Job Descriptions