

## Early Return to Work Procedures

In order to minimize serious disability due to on-the-job injuries and to reduce employee's compensation costs, Myrtle Point School District has developed these procedures to deal with time loss claims in which the employee can be offered light duty or modified work, temporarily.

Light duty jobs can be identified after obtaining and examining the injured worker's physical limitations or restrictions. "Light duty" might be the employee's regular job, modified by removing heavier tasks and reassigning these to other workers; a different regular job currently existing at the workplace; or, a job that is specifically designed around the employee's restrictions.

A light duty job offer will be made only when the work is available and of benefit to the District. The light duty job, if offered, will end with the date the employee receives a regular written release from the doctor, 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 by the superintendent 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 principal and/or supervisor, the superintendent or his/her designee, the insurance company, and the injured employee's physician. The team approach is the most effective method for achieving a return to productive work at the earliest opportunity. Responsibilities of the injured employee, the principal/supervisor, and the superintendent and payroll clerk are outlined below.

END OF POLICY

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### 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. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).