

Silver Falls School District 4J

Code: **GBEA**
Adopted: 5/9/89-E
Readopted: 9/8/97

Workers' Compensation Insurance

All employees are covered by the district workers' compensation insurance. Any injury to an employee while on duty, no matter how trivial, must be reported at once to the immediate supervisor who will submit within 24 hours a written report to the district office. The employee will be advised to notify the physician or hospital that the injury or illness is covered by Workers' Compensation laws. The accident or illness must qualify as an industrial accident or illness under state law and district regulations.

When an employee is injured while performing his/her job duties and qualifies for workers' compensation benefits, the employee may:

1. Elect to receive only workers' compensation benefits and not use any of his/her accumulated sick leave; or
2. Elect to receive workers' compensation benefits and use his/her accumulated sick leave to make up the difference between the amount of the workers' compensation benefits received and his/her normal salary or hourly wage. Accumulated sick leave may be used in this manner until depleted, at which time the employee will be eligible to receive only workers' compensation benefits, if any remain available.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)

[ORS 656.033](#)

[ORS 657.170](#)

[OAR 437-001-0760](#)