



## Worker's Compensation Leave

**Number: F-7**

**Revision: 2**

**Effective Date:  
07-19-2010**

**Pages: 2**

### 1.0 POLICY

When an employee is injured on the job as a result of a compensable accident or occupational illness the following procedures will apply.

### 2.0 DEFINITIONS

**2.1 Occupational Illness:** Any abnormal condition or disorder, other than one resulting from an occupational injury, caused by exposure to environmental factors associated with employment. It includes acute and chronic illnesses or diseases that may be caused by inhalation, absorption, ingestion, or direct contact.

**2.2 Occupational Injury:** Any injury that occurs when an employee is pursuing an activity that benefits the County either directly or indirectly and the County must have authorized the employee to pursue the activity.

### 3.0 PROCEDURE / RULE

**3.1** When an employee is injured on the job as a result of a compensable injury or occupational illness and loses time from work while seeking medical attention due to the injury, the employee shall not be charged leave for time lost from work on the day of the injury.

**3.2** Injured employees are expected to return to work following the initial medical treatment unless the treating physician indicates the employee must go home for the day. A written statement must be obtained from the treating physician if the employee cannot return to work.

**3.3** In situations where the employee cannot return to work, the employee will be paid full salary for normal working hours on the day of the injury.

**3.4** Time lost due to follow-up appointments will be charged to employee leave accounts. The employee is expected to make every effort to schedule such appointments either at the beginning or the end of his regular workday so as to minimize the amount of time

needed away from work. The employee is expected to go directly to the facility for follow-up treatment and to return directly to his/her workstation upon completion of the medical visit.

- 3.5** If the injury results in additional time away from work, the employee will be placed on worker's compensation leave, and receive the worker's compensation weekly benefits after the required waiting period. The required waiting period is seven calendar days. Employees may choose to use vacation or sick time in order to receive pay for this time without pay.
- 3.6** All workers' compensation leave will also be charged as Family Medical Leave pursuant to the Family Medical Leave Act.
- 3.7** The employee may elect to take sick or vacation time during the required waiting period, or may elect to go on worker's compensation leave with no pay for the required waiting period.
- 3.8** Once an employee begins drawing worker's compensation pay, the employee will not be allowed to receive pay for vacation time or sick time in addition to worker's compensation payments.
- 3.9** Health benefits provided by Lee County to an employee will continue to be provided during the period the employee is on Family Medical Leave. At end of the Family Medical Leave, the employee may elect to continue the health benefits by electing COBRA. (Upon his/her return to work the employee's health benefits will become effective without a waiting period.)
- 3.10** Temporary employees injured on the job will be placed on leave without pay status and will receive all benefits for which they may be adjudged eligible under the Worker's Compensation Act.

#### **4.0 APPENDIX / APPENDICES**

None.