

# RETURN-TO-WORK STATEMENT

In an effort to minimize disability due to workplace injuries, and to reduce the cost of workers' compensation, Platte County School District has developed a Return to Work Program.

Modified work will be assigned in a consistent manner. The goal of the program is to facilitate the placement of injured workers who are not fully recovered into transitional jobs suited to their physical restrictions.

## *Modified Assignment Guidelines*

The following information is to ensure a smooth transition into the Return to Work Program. This program is an important step in your rehabilitation process, so please read the information carefully.

- You are eligible to work no more than the number of hours you worked prior to your injury.
- Modified work program employees can work up to their daily standard hours.
- Employee will return to full duty with no limitations or restrictions with physician authorization.
- During your participation in this program, you can be assigned to work in a department with specific duties which are within your capabilities, if you are unable to be accommodated in your current position.
- You are expected to know your restriction(s) and adhere to them at all times during this program.
- You are expected to arrive at work on time, take only scheduled breaks, and to leave only upon completion of shift.
- You are expected to notify your immediate supervisor in advance of any scheduled medical appointments. ***You will have to use ALD time for medical appointments related to your injury as per board policy GBEA, if done during the regular work time.***
- Any absences not related to the work injury will be charged to leave as per ***policy GCBDA/GDBDA.***
- Employees agree to return to original position after release from physician.

Please contact your supervisor if you have any questions.

I acknowledge that I have read and that I understand the above statements regarding the Return to Work Program.

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Employee Signature Date

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Supervisor Signature Date

