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Fresno USD DIVISION OF HUMAN RESOURCES  
HR 2204  
INDUSTRIAL ACCIDENT / ILLNESS BENEFITS

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**Work-Related Injury/Illness**

The District provides its employees with insurance and **workers' compensation** (industrial accident / illness) benefits in accordance with law. The District claims handling process serves the goal of cost reduction and facilitation of employee recovery.

An employee shall report any work-related injury or illness to his/her supervisor as soon as practicable. Upon learning of an injury or illness, a supervisor shall promptly report the incident to the Superintendent or designee and the insurance carrier as appropriate.

Every new employee shall be notified of his/her right to receive industrial accident / illness compensation if injured at work and that injured employees are given notice of rights in accordance with law.

**Industrial Injury/Illness Leave**

When an employee is absent from his/her duties because of an industrial accident or illness, Board Policy regulations and the applicable collective Bargaining Agreement (CBA) rules shall apply.

**Industrial Injury /Illness Overview**

When an employee gets hurt at work, a number of questions can arise: *How do I get medical treatment? Who is going to pay for it? How am I going to provide for my family? What can I expect if my injury is serious and prevents me from returning to my job?*

The Workers' Compensation process is complex and also can be influenced by a number of Fresno Unified School District policies and Memorandums of Understanding that the bargaining units have negotiated. The goal is to help employees understand the workers' compensation process and assist in recovering from the injury or illness. What follows is a brief discussion of some of the basics of Workers' Compensation. For specific questions or concerns about a claim, any of the following resources may be contacted for assistance in getting answers and help:

**Fresno Unified School District's Workers' Compensation Department 457-3822**

The Workers' Compensation Analysts in the District Workers' Compensation Department are all State certified and can assist employees in obtaining information regarding their claim. If an employee is represented by an attorney, please be aware the employee's analyst is not able to discuss the employee's claim without his/her attorney's permission.

**The Employee Bargaining Unit Representative**

If an employee wishes to involve his/her bargaining unit representative in this process, the representative may be contacted directly. In many instances, however, these discussions involve medical issues which are confidential and this information will not be shared with other individuals without the employee's consent.

**What Is Workers' Compensation?**

Workers' Compensation is a no-fault, benefit delivery system which compensates employees who are injured at work. All employers with employees in California are required to provide Workers' Compensation coverage. Fresno Unified School District is Self-Administered and Self-Insured. This means that Fresno Unified School District administers all workers' compensation claims

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in-house. The Workers' Compensation Department is located within the Benefits and Risk Management Department in the Education Center. Fresno Unified School District does not purchase an insurance policy for Workers' Compensation coverage. Fresno Unified School District, utilizing District funds, pays benefits directly to injured employees, medical providers and others who may provide various services to District injured employees.

Workers' Compensation benefits are defined as (1) medical care reasonably needed to cure, or relieve the effects of a work-related injury or illness; (2) compensation for lost time from work due an injury or illness ("Temporary Disability"); (3) compensation for lost earning ability as a result of permanent residual effects of an injury or illness("Permanent Disability"); and (4) assistance in returning to gainful employment through a modified job or a different job with Fresno Unified School District in the event the permanent residual effects are so great as to prevent an injured employee from returning to his/her regular job.

### **Report the Injury**

The District shall inform all employees of their right to report work-related injuries and illnesses without fear of retaliation. Employees shall immediately notify their supervisor or someone else in management of any work-related injury or illness. If the District does not learn about the injury or illness within 30 days, the employee could lose his/her right to receive workers' compensation benefits.

### **Pre-Designating a Physician**

In the event an employee sustains an injury or illness related to his/her employment, he/she may be treated for such injury or illness by his/her personal medical doctor (M.D.), doctor of osteopathic medicine (D.O.) or medical group **if**:

- on the date of the work injury or illness the employee has health care coverage for injuries or illnesses that are not work related;
- the doctor is the employee's regular physician, who shall be either a physician who has limited his or her practice of medicine to general practice or who is a board-certified or board-eligible internist, pediatrician, obstetrician-gynecologist, or family practitioner, and has previously directed the employee's medical treatment, and retains the employee's medical records;
- the employee's "personal physician" may be a medical group if it is a single corporation or partnership composed of licensed doctors of medicine or osteopathy, which operates an integrated multispecialty medical group providing comprehensive medical services predominantly for non-occupational illnesses and injuries;
- prior to the injury or illness the employee's doctor agrees to treat the employee for work injuries or illnesses;
- prior to the injury or illness the employee provided the District the following in writing: (1) notice that the employee wants the personal physician to treat him/her for a work-related injury or illness, and (2) the personal physician's name and business address.

Employees may use the *Pre-designation of Personal Physician* form to notify the District if they wish to have their personal physician treat them for a work-related injury or illness and the above

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requirements are met. For the form and other helpful information, contact the District Workers' Compensation Department at 457- 3822.

*References:*     *Board Policy 4157.1*  
                  *Administrative Policy 4161.11, 4361.11*  
                  *Education Code §§44984, 45192*  
                  *Labor Code §§3200-4855*  
                  *Collective Bargaining Agreements*

Policy Fresno Unified School District  
DIVISION OF HUMAN RESOURCES  
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Fresno, California