

WORKERS' COMPENSATION LEAVE

Workers' compensation leave shall be granted for illness or injury incurred within the course and scope of an administrator's assigned duties.

An administrator who has sustained a job-related injury shall report the injury on a District-approved accident report form within twenty-four (24) hours to the immediate supervisor. The administrator shall report any illness on a District-approved form to the immediate supervisor within twenty-four (24) hours of knowledge that the illness is an alleged work-related illness.

1. Allowable leave shall not be accumulated from year to year.
2. Workers' compensation leave shall commence on the first day of absence.
3. Workers' compensation leave shall be reduced by one day for each day of authorized absence regardless of a temporary disability indemnity award.
4. When a workers' compensation leave overlaps into the next fiscal year, the employee shall be entitled to only the amount of unused leave due for the same illness or injury.

During any workers' compensation paid leave of absence, the administrator shall endorse to the District the temporary disability checks received because of his/her work-related accident or illness, and the District will deduct normal payroll deductions. Temporary disability indemnity is not subject to OASDI contributions. The OASDI contributions withheld on temporary disability indemnity will be refunded in a subsequent payroll warrant after the temporary disability indemnity has been received and endorsed to the District. Upon the conclusion of this workers' compensation paid leave, the administrator may utilize any available sick leave utilization, when combined with (any) temporary disability indemnity, does not exceed 100 percent of the administrator's normal compensation.

6. The administrator shall be permitted to return to service after a workers' compensation accident or illness leave only upon presentation of a release from the authorized workers' compensation physician certifying the administrator's ability to return to his/her position without detriment to the administrator's physical and emotional wellbeing.

Regulation approved:

February 7, 1978; September 19, 1978; April 3, 1979;
November 22, 1982