

All Personnel

**INDUSTRIAL ACCIDENT AND ILLNESS LEAVE**

Workers' Compensation Insurance

All employees of the District are covered by Workers' Compensation Insurance for job-related accidents or illnesses. Workers' Compensation Law requires that the employer file accident reports on employees who suffer job-related accidents or illnesses which require medical attention. It is the responsibility of the employee to report to his/her supervisor all such injuries. An accident report must then be prepared and sent to the Business Office.

All Workers' Compensation checks for other than substitutes are sent to the District in the name of the employee and the District and are credited to the injured employee's account.

Employees other than substitutes are eligible for Workers' Compensation benefits as listed below:

1. Eligible employees receive Industrial Accident and Illness Leave, not to exceed sixty (60) working days in any one fiscal year for the same accident. The employee is paid full salary for this period, with no reduction in any other benefit provided by the policies of the District or by law.
2. An eligible employee, after using up his/her entitlement to Industrial Accident and Illness Leave, may elect to continue at full salary by using his/her accumulated leave prorated in conjunction with Workers' Compensation payments.
3. If the absence extends beyond the accumulated leave period, the employee is paid up to fifty percent (50%) of his/her full salary during the period of such absence, plus the current Workers' Compensation payments, but the total shall not exceed an amount equal to his/her full salary. The fifty percent (50%) payment from the District stops after a total of one hundred twelve (112) days of absence for a twelve-month employee, one hundred eleven (111) days of absence for an eleven-month employee, and one hundred ten (110) days of absence for a ten-month employee in any school year.
4. Workers' Compensation payments covering periods after all paid leave (full and partial) has been exhausted shall be sent directly to the employee.