5C. **Workers' Compensation and Safety on the Job**

Employees are protected by workers' compensation insurance under Oregon law. This insurance covers employees in case of occupational injury or illness by providing, among other things, medical care, compensation and temporary or other disability benefits. Employees are expected to work safely and in a safe environment.

Steps to Take if Injured on the Job

If an employee is injured on the job, Morrow County wants to know about it and expects to learn about it no later than 24 hours after the injury (report all work-related injuries to a Supervisor).

If the employee seeks treatment for his/her work-related injury and would like to apply for workers' compensation benefits, they must do all of the following:

1. Report any work-related injury to the Supervisor. This injury must be reported the no later than 24 hours after injury.
2. Seek medical treatment and follow-up care if required.
3. Promptly complete a written Employee's Claim Form (Form 801) and return it to Human Resources.

Failure to timely follow these steps may negatively affect your ability to receive benefits.

Return to Work

If an employee requires workers' compensation leave, the employee will, under most circumstances, be reinstated to the same position held at the time the leave began, or to an equivalent position, if available. However, the employee must first submit documentation from a health care provider who is familiar with the condition certifying their ability to return to work and perform the essential functions of the position.

When returning from a workers' compensation leave an employee has no greater right to reinstatement than if he/she had been continuously employed rather than on leave. For example, if an employee would have been laid off had she/he not been on leave, or if the position was eliminated, and no equivalent or comparable positions are available, then the employee may not be entitled to reinstatement. These are only examples and all reinstatement/reemployment decisions are subject to the terms of any applicable collective bargaining agreement. Morrow County does not discriminate against employees who suffer a workplace injury or illness.

Early Return-to-Work Program

Morrow County's Return-to-Work program provides guidelines for returning employees to work at the earliest possible time after an employee suffered an on-the-job injury or illness that results in time loss. This program is not intended as a substitute for reasonable accommodation when an injured employee also qualifies as an individual with a disability. The Return-to-Work Program is intended to be transitional work, to enable an employee to return to his/her regular job in a reasonable period of time.

The Return-to-Work program for job-related injuries consists of a team effort by Morrow County, injured employees and their treating physicians, and our workers' compensation insurance carrier claims staff. The goal is to return employees to full employment at the

earliest possible date that is consistent with their medical condition and the advice of the treating physician.

If the employee's doctor determines that he/she is able to perform modified work, Morrow County will attempt to provide the employee with a temporary job assignment for a reasonable period of time until the employee can resume his/her regular duties (except where provided as an accommodation for a disability). If, due to a work-related injury, an employee is offered a modified position that has been medically approved, failure to phone in or report at the designated time and place may affect compensation and employment with Morrow County. While on modified or transitional work, employees are still subject to all other Morrow County rules and procedures.

Overlap with Other Laws

Morrow County will account for other leave and disability laws that might also apply to an employee's situation, such as the Americans with Disabilities Act (ADA) and FMLA or OFLA. If, after returning from a workers' compensation leave, it is determined that the employee is unable to perform the essential functions of the position because of a qualifying disability, the employee may be entitled to a reasonable accommodation, as governed by the ADA and/or applicable Oregon laws covering disabilities in the workplace.