

Section 5B: Safety Management Systems

Policy #3:	Return to Work Policy
Effective Date:	December 15, 2016
Last Revision Date:	Original Policy

I. Purpose

The Town of Mooresville seeks to ensure the health and safety of employees and the public by ensuring that procedures for notification and investigation of incidents are established and that a procedure is in place for managing an injured employee's return to work. The policy directs how employees and staff initially respond to and report accidents, receive appropriate medical care, and safely return to work. Nothing contained in this policy grants additional benefits other than those afforded by the North Carolina Workers' Compensation Act.

The Town requires modified duty for employees who sustain work-related injuries or illnesses. The managed return to work modified duty serves to:

- Support employees in their recovery from a work-related injury or illness by providing modified work assignments
- Minimize the amount of absence and resulting impact on both the employees and the organization due to work-related injuries or illnesses
- Return the employee to his or her regular job assignment as soon as possible when released by the designated healthcare provider
- Help restore the employee to the highest level of physical and mental health possible by providing temporary modified duty work positions that are consistent with the physical restrictions imposed by the designated healthcare provider.

The Town participates in a workers' compensation program at no cost to employees, consistent with the North Carolina Workers' Compensation Act.

The Risk Management Department handles all Town workers' compensation claims. All claims are managed in accordance with the North Carolina Workers' Compensation Statutes and the North Carolina Industrial Commission. Benefits are determined by law, as provided in the General Statutes of North Carolina, Chapter 97. To facilitate this process, each department will respond to any on the job accident/incident involving an employee. The respective department will gather information as outlined in this policy and in the Town's Incident Reporting and Investigation Policy.