

RETURN TO WORK AND LIGHT-DUTY ASSIGNMENTS

The Ellsworth School Committee (ESC) believes it is in the best interest of both the Ellsworth School Department (ESD) and any ESD employee who has suffered a workplace injury/illness to return to the work environment as soon as possible. The ESC also recognizes the need for a program to effectively manage workers' compensation costs throughout the system, while conserving its most valuable resources – the skills, knowledge and experience of its employees. To that end, the ESC supports the establishment of a comprehensive return-to-work program, including temporarily modified or “light work” assignments, as/when appropriate, to minimize lost time and to facilitate an employee's transition back to regular or full-time work.

Modified or light-duty assignments, including modified work schedules, will be designed to accommodate job restriction(s) specified by the employee's health care provider(s). The ESD does, however, reserve the right to request a second opinion by a provider it so designates and funds. Modified or light-duty assignments are intended to address short-term medical restrictions, and will not be utilized as a means to establish new assignments and/or displace other employees.

The Superintendent or his/her designee shall develop administrative procedures to implement a return-to-work program, which will include provisions for the monitoring of modified duty assignments by the employee's supervisor, healthcare provider, the ESD's Workers' Compensation Coordinator, the worker's compensation insurance claims adjuster, and if believed necessary by the ESD, the right to a second opinion by a provider it so designates and funds.

Adopted: **May 9, 2006**

Revised: **November 7, 2006** (formatting, grammar only)