



FLORIDA DEPARTMENT OF JUVENILE JUSTICE POLICY

Secretary /s/, Simone Marsteller

Date: 03/22/2019

Subject: Work-Related Injuries/Workers' Compensation/Alternate Duty

Section: FDJJ – 1004.04

Originating Office: Administrative Services

Authority: Chapter 440 and Sections 112.3173(3), 284.42, 284.50, 216.251, and 817.234, Florida Statutes
Chapter 60L-34, Florida Administrative Code

Related References: Attendance and Leave Policy (FDJJ 1002.03)
Dual Employment Policy (FDJJ 1002.07)
Safety Policy (FDJJ 1305)

Purpose: To ensure Department injured workers understand their rights and responsibilities when a work-related injury occurs and to identify alternate duty positions.

Offices Affected by the Policy: All offices within the Department of Juvenile Justice.

POLICY STATEMENT:

- All Department injured workers are covered for workers' compensation through the Department of Financial Services, Division of Risk Management, Bureau of Claims Administration, Workers' Compensation Section.
- All injured workers have the responsibility to immediately report a work-related injury to their direct supervisor.
- As soon as they are notified, supervisors are required to report the injury to the medical case management provider contracted by the Division of Risk Management.
- In a medical emergency, the injured worker should be sent to the nearest medical facility or 911 called to transport the injured worker. Otherwise, medical care must be arranged and authorized through the medical case management provider prior to sending the injured worker for care.
- All injured workers shall familiarize themselves with requirements and procedures to follow in the event they are unable to return to work due to a work-related injury. This includes updating their immediate supervisor regarding the injured worker's medical status following each medical visit.

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- Pursuant to section 284.42, Florida Statutes, the Department has established Alternate Duty procedures that shall be followed if an injured worker or injured employee is released to return to work and cannot perform their regular duties. The injured worker or injured employee has the responsibility to contact their immediate supervisor to determine if such alternative duties exist.
- Any person who, knowingly and with intent to injure, defraud, or deceive any employer or employee, insurance company or self-insured program, files a statement of claim containing any false or misleading information is guilty of committing insurance fraud, punishable as provided in Section 817.234, Florida Statutes.
- Nothing herein shall be construed to prohibit employees with non-work related injuries from being considered for placement in alternate duty positions.

PROCEDURES/MANUALS:

Procedures for this policy are accessible at the Department Policies internet page.