

Section: Workers' Compensation

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Sponsoring Unit/Department: Employee Service Center

Workers' Compensation

Workers' Compensation is a "no fault" system governed by Arizona law (ARS 23-901) in which injured workers receive medical and compensation benefits no matter who causes the job-related accident. If an illness or injury is job-related, the injured worker (also known as a claimant or applicant) receives medical benefits and may receive temporary compensation, if eligibility requirements are met. Workers' compensation pays for medical care and rehabilitation associated with a work related disability.

Additional information on Workers' Compensation can be provided by the Environmental Health and Safety Office which can be found on the Intranet under Health and Safety.

All workplace injuries must be documented using a college accident report form.

In case of a workplace injury:

- Employees seeking to access workers' compensation benefits must be seen at PCC's designated occupational clinic before their claim can be evaluated (*Clinics are listed on the College Accident Report Form.*)
- A need for medical attention relating to a workplace injury should be addressed at a designated clinic. However, employees needing to access urgent or emergency services before visiting the occupational clinic may do so wherever/whenever necessary.
- Any employee with questions about medical treatment options relating to Worker's Compensation should consult with the Employee Service Center.

Emergency Treatment Leave

Leave without loss of pay shall be granted for emergency medical treatment for every employee injured during performance of assigned work. Employees who have returned to regular duty after having been injured during performance of assigned work will be permitted reasonable time off without loss of pay for the purpose of attending verified, required physician appointment(s) specifically for treatment of the job related injury. The employee must notify the Employee Service Center of the incident and the status of his/her condition in accordance with the College's Environmental Health and Safety office and Workers' Compensation reporting requirements.

For the first 7 calendar days of absence for a job-related injury, an employee uses their accrued sick leave. If the absence continues into the 8th day, workers' compensation benefits begin. Should the disability absence extend beyond 14 calendar days, compensation is paid retroactively to the date of the injury.

Disability compensation is based upon 66-2/3 percent of the employee's average monthly wages, or the Average Monthly Wage (AMW) Statutory maximum, whichever is smaller. See the [Industrial Commission of Arizona website.](#)

In cases where disability involves more than 14 calendar days and the employee has accumulated sick and/

or annual leave, the employee may use leave to make up the difference between the disability compensation described above and the employee's average monthly wages. In no event shall an employee collect more than 100 percent of his/her monthly base salary.

Any period of absence covered by Workers' Compensation will be designated under the protections of the FMLA by the ESC. The employee will be notified in writing of the designation of FMLA status.

For any period of absence covered by Workers' Compensation including any portion covered by FMLA leave, the College shall continue to pay its contribution to the employee's health insurance coverage up to 180 days from the date of injury.

The employee must continue to pay his/her portion of health insurance premiums and must make payment arrangements with the ESC.

In some cases, a claimant may also receive permanent compensation benefits and "job retraining."