

STAY AT WORK Program



12th Annual Energy/Facilities Connections Conference



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STAY AT WORK Program



What is the Stay at Work Program?

A legislatively mandated (EHB 2123) program providing financial incentives for ***State Fund Employers*** providing light duty or transitional work to employees recovering from on-the-job injuries.

RCW: 51.32.090

WAC: 296-16A

STAY AT WORK Program



STEPS to Effective Return to Work

1. Establish a Written Policy & Procedures for Return-to-Work

- If it isn't in writing it doesn't exist.
- If there is no commitment from owners, management and supervisors, it doesn't exist.
- If employees don't know about your program, it doesn't exist.

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STEPS to Effective Return to Work

Written procedures to follow before, during and after injury or illness

- Communication with worker
- Communication with Health Care Provider
- Expectations of “Return to Work”
- Follow all “HR Policy”

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STEPS to Effective Return to Work

2. Designate a RTW (claim) coordinator

- Authority to drive RTW
- Follow HR protocols
- Maintain regular contact with the worker
- Maintain contact with the claims manager
- Maintain contact with the physician
- Update RTW Packet as needed

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STEPS to Effective Return to Work

3. Document Physical Descriptions for all jobs

- Understand physical demands of all jobs
- Functional Capacity Evaluations

Set of tests, practices and observations to determine ability to function and/or meet standards of job.

Post Offer / Pre-Employment Screening

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STEPS to Effective Return to Work

4. Identify Light Duty Jobs

- Be Proactive
- Excellent opportunity to increase skills
- Maintain a connection with the employee

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Where is Light Duty found?

- What tasks are not being performed now?
- What tasks are performed occasionally?
- What tasks, if done by injured worker, would free other employees to do their jobs more efficiently?
- **INCLUDE EMPLOYEES IN DEVELOPMENT!**
- Job Accommodation Network
www.askjan.org

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STEPS to Effective Return to Work

5. Create a Return to Work packet

- Cover letter and instructions for injured worker.
- Light duty job description.
- Reinforce the availability of Light Duty.
- Job of Injury description.

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STEPS to Effective Return to Work

6. Immediate Medical Treatment for Injured Worker



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STEPS to Effective Return to Work

7. Return to Work as soon as medically possible



Activity Prescription Form



State Fund Claims: Dept. of Labor and Industries - Claims Section
 PO Box 44291, Olympia WA 98504-4291
 Self-Insured Claims: Contact the Self-Insured Employer (SIE)
 Third Party Administrator (TPA)



INSURER ACTIVITY PRESCRIPTION FORM (APF)

Billing Code: 1073M (Guidance on back)
 Reminder: Send chart notes and reports to L&I or to SIE/TPA as usual

General Info	Worker's Name:	Visit Date:	Claim Number:
	Health-care Provider's Name (printed):	Date of Injury:	Diagnosis:

Superscripts apply all day, every day of the week, at home as well as at work.

Worker can: (Related to work injury) A blank space = Not restricted	Never	Seldom 1-10% 0-1 hour	Occasional 11-33% 1-3 hours	Frequent 34-66% 3-6 hours	Constant 67-100% (Not restricted)
Sit					
Stand / Walk					
Perform work from ladder					
Climb ladder					
Climb stairs					
Twist					
Bend / Stoop					
Squat / Kneel					
Crawl					
Reach Left, Right, Both					
Work above shoulders L, R, B					
Keyboard L, R, B					
Wrist (flexion/extension) L, R, B					
Grasp (forceful) L, R, B					
Fine manipulation L, R, B					
Operate foot controls L, R, B					
Vibratory tasks; high impact L, R, B					
Vibratory tasks; low impact L, R, B					

Lifting / Pushing	Never	Seldom	Occas.	Frequent	Constant
<i>Example</i>	<u>50 lbs</u>	<u>20 lbs</u>	<u>10 lbs</u>	<u>0 lbs</u>	<u>0 lbs</u>
Lift L, R, B	lbs	lbs	lbs	lbs	lbs
Carry L, R, B	lbs	lbs	lbs	lbs	lbs
Push / Pull L, R, B	lbs	lbs	lbs	lbs	lbs

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Release Dates
 Medical
 Information



Restriction
 Information



Benefits to Injured Worker

**Allows Employee to Maintain
Contact with Co-Workers**

**Speeds
Medical
Recovery**

**Keeps
Employee
Active**

**May
Reduce
Re-Injury**

**Shifts:
“Dis-ability”
To
“Ability”**

**Provides
Sense of
Job Security**

**Employee Feels Their
Contributions are Valued**



Benefits to Employer

May Reduce Risk of Re-Injury

**Lowers costs:
Hiring &
Training
Replacements**

**Shows
Commitment
to Employees**

**Maintains
Employer -
Employee
Relationship**

**Reduces
Time Loss
Costs**

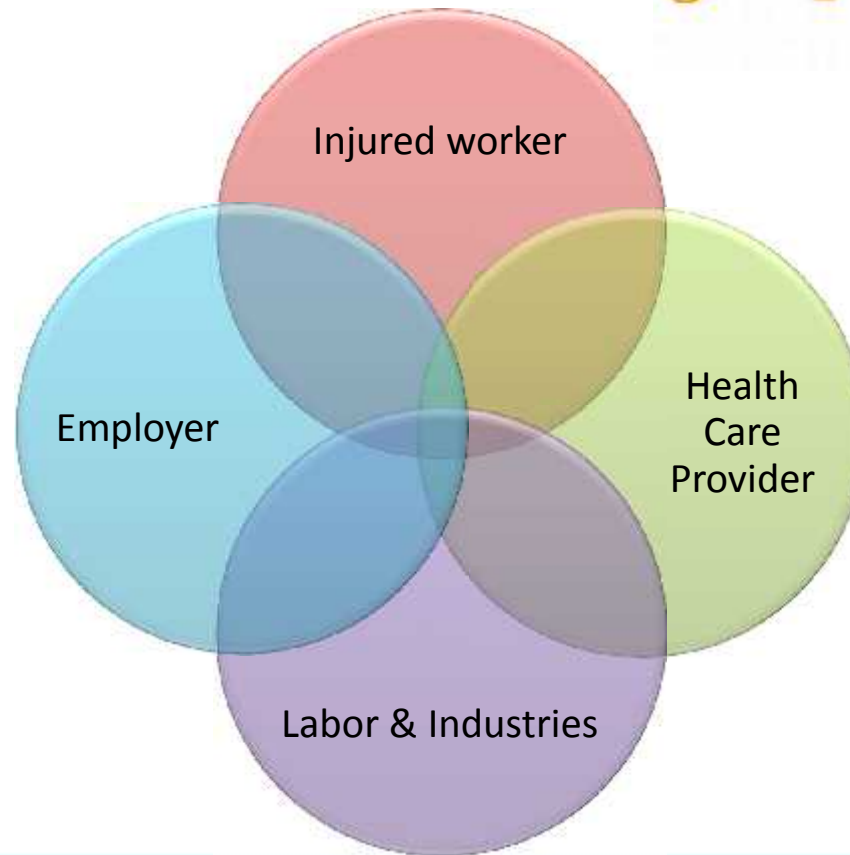
**Loss of
Productivity
Minimized**

**Maintains
Skills of
Injured
Worker**

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Communication is the



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Safety & Health | Claims & Insurance | Workplace Rights

It's time to file
File your quarterly report by the April 30 deadline.

Quarterly Report Filing | 2015 Safety Stand-Down | Amusement Ride Safety Checklist | Construction Safety Day

Claim & Account Center

- Check claim status
- File a quarterly report

Login or Sign up

Verify a contractor's or independent's license

Look up an employer's workers' comp account

Claim & Account Center

My Secure L&I

- Check claim status
- File a quarterly report

Login or Sign up

Contractor gets four months in jail for repair scams

For Business

- What to do if your employees are injured
- Find a safety rule
- File a Quarterly Report
- Find safety training materials
- Permits and Inspections
- Check L&I business requirements
- Help for small business owners

For Workers

- Workers' comp claims
- Find out about breaks
- Learn workplace safety requirements
- Understanding overtime pay
- Minimum wage
- How to file a workplace safety complaint
- Find a Doctor

For Medical Providers

- Fee schedules
- Get authorization
- Treating patients
- Check claim status
- Provider billing & payment
- Medical treatment guidelines

More For Business | More For Workers | More For Medical Providers

L&I Blog: The inside story

Grant money available: Help solve problems

Stay at Work: Get reimbursed for light-duty

RATE SETTING 101: ANNUAL WORKERS' COMPENSATION PREMIUM

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Return to Work Action Steps

RCW 51.32.090 (4) (b)

The worker is certified by the provider as able to work at a job other than their usual work

The employer furnishes a statement describing the work available

The provider determines whether the worker is physically able to perform the work described

The worker begins the work with the employer.



L&I will use the date the employer submits the job description to the provider as the first date considered for Stay at Work reimbursements. The medical provider must still approve the job for reimbursements to be paid.



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Employer's Job Description

- The job description must be in writing.
- The light duty or transitional work must be approved by the attending health care provider to qualify for reimbursement.
- The attending health care provider can indicate on the completed activity prescription form that they approve or deny the written light duty job description sent to them by the employer.
- The employer will need to provide a copy to the injured worker.



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Wage Reimbursement

Pays

- 50% of base wage
- Excluding tips, commissions, bonuses, board, housing, fuel, health care, dental care, vision care, per diem, reimbursement for work-related expenses or any other payments.
- Includes shift differential and overtime.

For

- Up to 66 days actually worked (not necessarily consecutive)
- Up to \$10,000 per claim (whichever comes first.)
- 24-month period per claim

And

- Employer has 1 year to apply from first day of light duty or transitional work
- Reimbursements are per claim

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Expense Reimbursements

If, because of the injured worker's unique needs, the employer must purchase it in order for the worker to perform the job, Stay at Work may pay for the following:

- Training fees or materials, up to \$1,000 per claim (examples: tuition, books, or supplies)
- Tools up to \$2,500 per claim (examples: special wrench or keyboard tray)
- Clothing up to \$400 per claim (example: steel-toed boots)

Note: It can't be a cost the employer incurs when hiring other workers to do the same job.

The Stay at Work Webpage

www.stayatwork.lni.wa.gov



Stay at Work

About	Who's Eligible?	What it Pays For	Start With 5 Simple Steps	Restrictions and Light-Duty	Health Care Providers	Injured Workers
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About Stay at Work

Paying employers to help injured workers stay on the job

Stay at Work is a financial incentive that encourages employers to bring their injured workers quickly and safely back to light-duty or transitional work by reimbursing them for some of their costs.

Eligible employers can be reimbursed for:

- 50% of the base wages they pay to the injured worker.
- Some of the cost of training, tools or clothing the worker needs to do the light-duty or transitional work.



Two big changes in Stay at Work reimbursement process.

Watch this short video about the advantages of Stay at Work for injured workers, employers and medical providers:



Stay at Work reimbursement

- What you'll need when you apply

[Apply Here](#)

Find out more

- Helping your employee return to work
- Download: Stay at Work Guide for Employers (F249-005-000).
- Download: Stay at Work brochure (006-1000)
- Download: Employer's Return to Work Guide (F200-009-000).
- Rates and Stay at Work.
- Job Modification and Washington Stay at Work Benefits Comparison

Videos and slideshow

Take one of our workshops

Hear first-hand from our Stay at Work experts:

- Find a workshop near you.
- Online: Sign up for a webinar.

Contact us

For questions or to schedule a presentation to your organization:

Biz news that you can use!
Read the latest issue and sign up to get future editions.

Spring Safety Small Business Newsletter

Cabinet maker fined \$100K for health violations

For Business

- Find a Law (RCW) or Rule (WAC)
- Get a Form or Publication
- Report Fraud

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L&I Blog: The inside story

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Total Reimbursements to date:

Stay at Work fiscal year cumulative totals from 1-1-12 through 04-22-16:

4,197 employers have received \$44,698,108.89 to keep 17,983 workers on light duty and receiving wages.

Wages	\$44,277,834.28
Expenses	\$420,274.61
Total	\$44,698,108.89



PREFERRED WORKER PROGRAM

Preferred Worker Program Expansion of Incentives from SBH 1496

OVERVIEW

SBH 1496 was signed into law April 2015 which included an expansion of incentives to hire Preferred Workers. All Preferred Worker changes are effective January 1, 2016.

What Hasn't Changed

- Continue providing workers' compensation premium reductions or waivers for Preferred Workers and protect employers against the cost of subsequent claims if workers is re-injured (good for three years)
- The certification period remains 36 months (3 years).
- A vocational rehabilitation professional and the worker's health care provider have confirmed that the worker has returned to work that is consistent with the workers limitations and physical restrictions.

What Has Changed

Current PWP

- Employer of Injury is not qualified for benefits
- No clothing, tools or equipment covered
- No wage reimbursement
- No durable employment bonus

New PWP

- These benefits and incentives are available to the employer of injury (State Fund only) or a new employer, including a self-insured employer that hires a Preferred Worker, if the Preferred Worker received their certification under a State Fund Claim
- Clothing, tools and equipment necessary for worker to perform the job
- Contains the same 66 day wage reimbursement as Stay at Work
- A one-time durable employment bonus for 12 months continuous employment (one-time equal to the lesser of 10% of the workers' wages or up to a maximum of \$10,000)

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Have questions about Stay at Work?

- Visit our website at:
www.stayatwork.lni.wa.gov
- E-mail the Stay at Work Unit at:
stayatwork@lni.wa.gov
- Call the Stay at Work Unit at: 1-866-406-2482 or
360-902-4411

