

Risk Management's Road Map to Reducing Workers' Compensation Injuries



South Carolina Association of Counties

Basic Risk Standards

- All First Reports of Injury must be submitted to the Trust's claims administrator within 3 days of the injury
- All accidents must be investigated using an effective written accident investigation program
- All members must utilize a designated physician that is recommended by the Trust
- An effective transitional work program must be in place. Documentation must be available to verify that an injured worker has been assigned in transitional work whenever possible
- Self-audits must be conducted

Note: We are subject to a 2% assessment for non-compliance

We Do We Start?



Safety Policy Statement

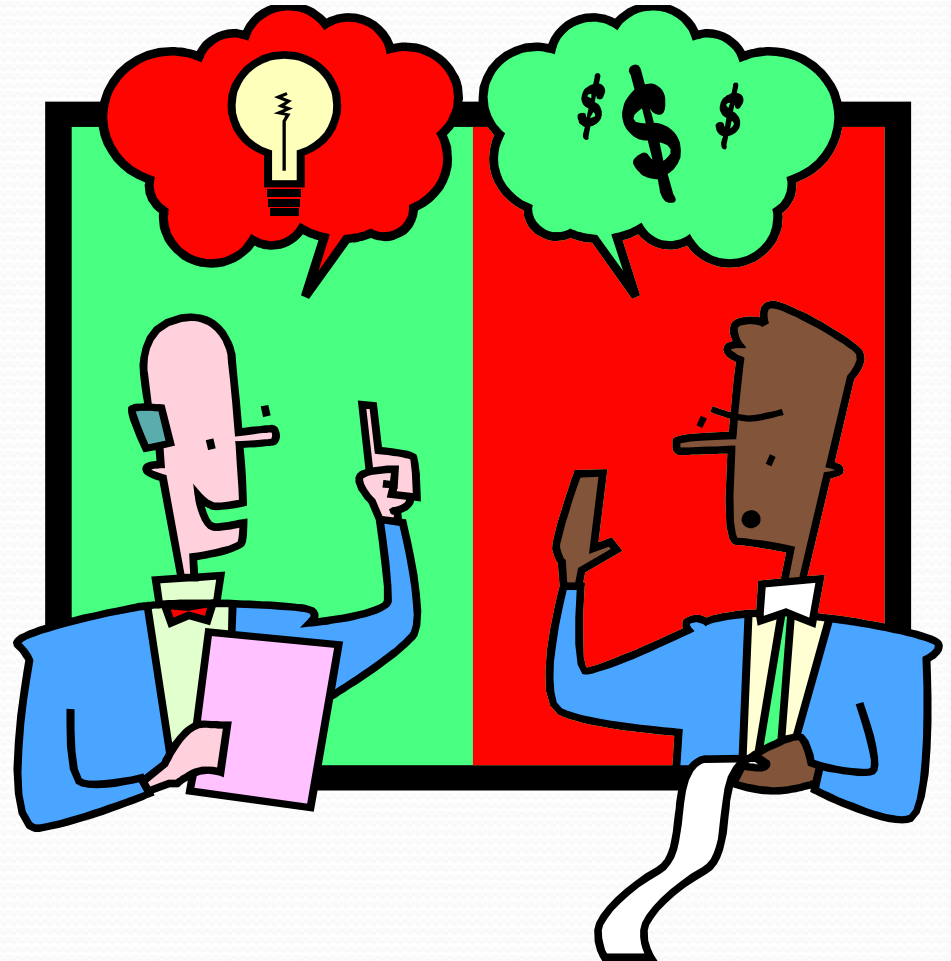
- A memo or declaration from the County Administrator to all employees
- *All* county employees committed to creating a safe work environment
- Requires all employees do their part to maintain a safe work environment
 - Follow established safety guidelines
 - Participate in safety training and related activities

Proposed Mission Statement

- It is the objective of Spartanburg County to promote practices that result in a safe and healthy environment for all employees. There is no job worth doing if it cannot be done safely. It is our goal to have a zero accident rate.
- At Spartanburg County, safety and health are a shared responsibility. Everyone from administrators, to each and every employee, must take ownership of his/her safety and that of their co-workers.
- Every employee must:
 - Learn and obey all workplace safety rules
 - Participate in on-going safety training
 - Practice safe procedures for all jobs you are asked to perform
 - As a condition of employment, each employee will consistently work in a safe manner and practice safe procedures

What's Driving the High Cost?

- Lack of a Safety Culture
- Number of claims
- Severity of injuries
- Audited payroll
- Trust-wide increases
- Lack of a “Light Duty Policy”

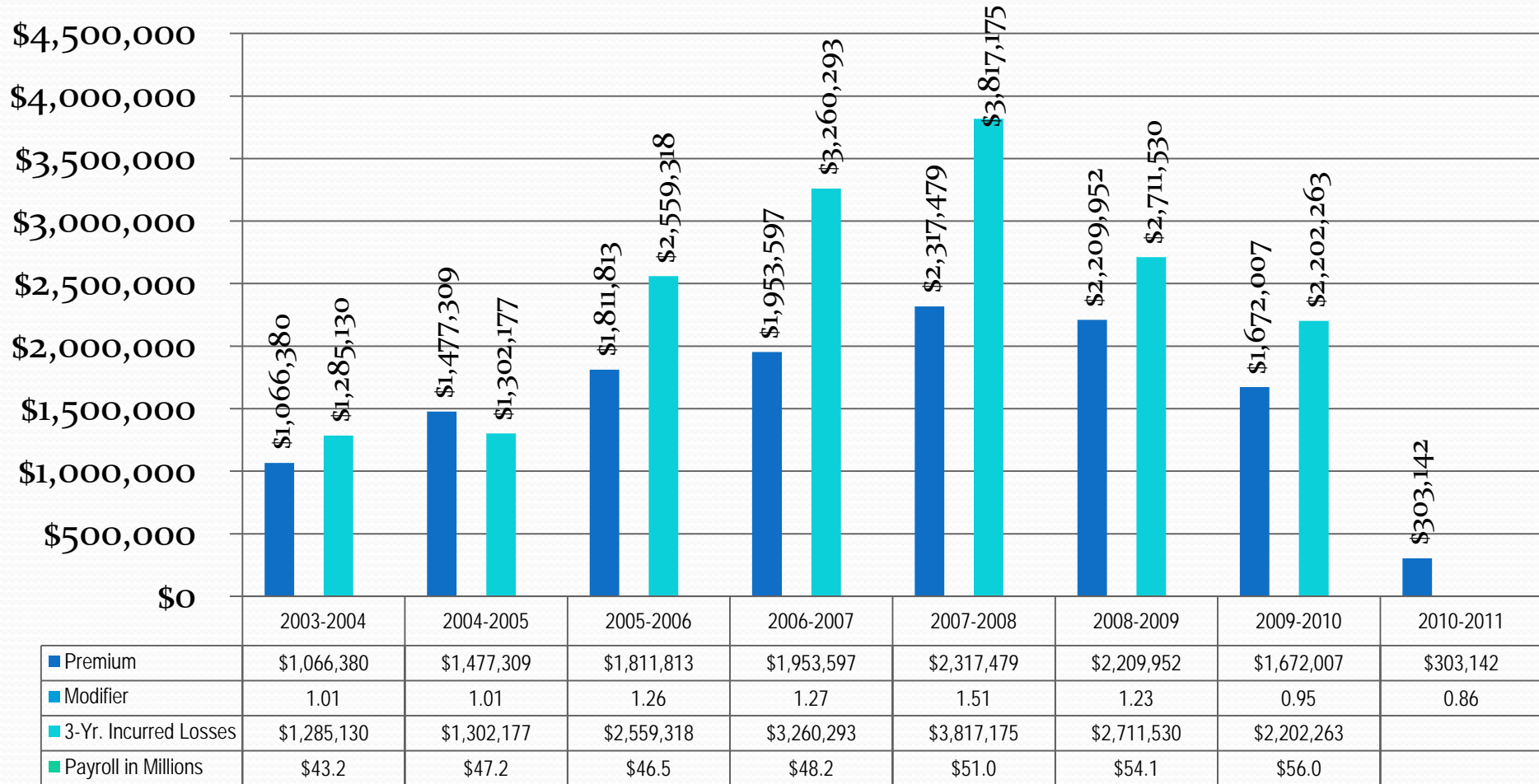


What Is a Safety Culture?

- Atmosphere of work that influences safe behavior
- Direct Cost
 - Medical Cost
 - Indemnity Payments
- Indirect Cost
 - Lost Time
 - Lost Productivity
 - Employee Morale/Training

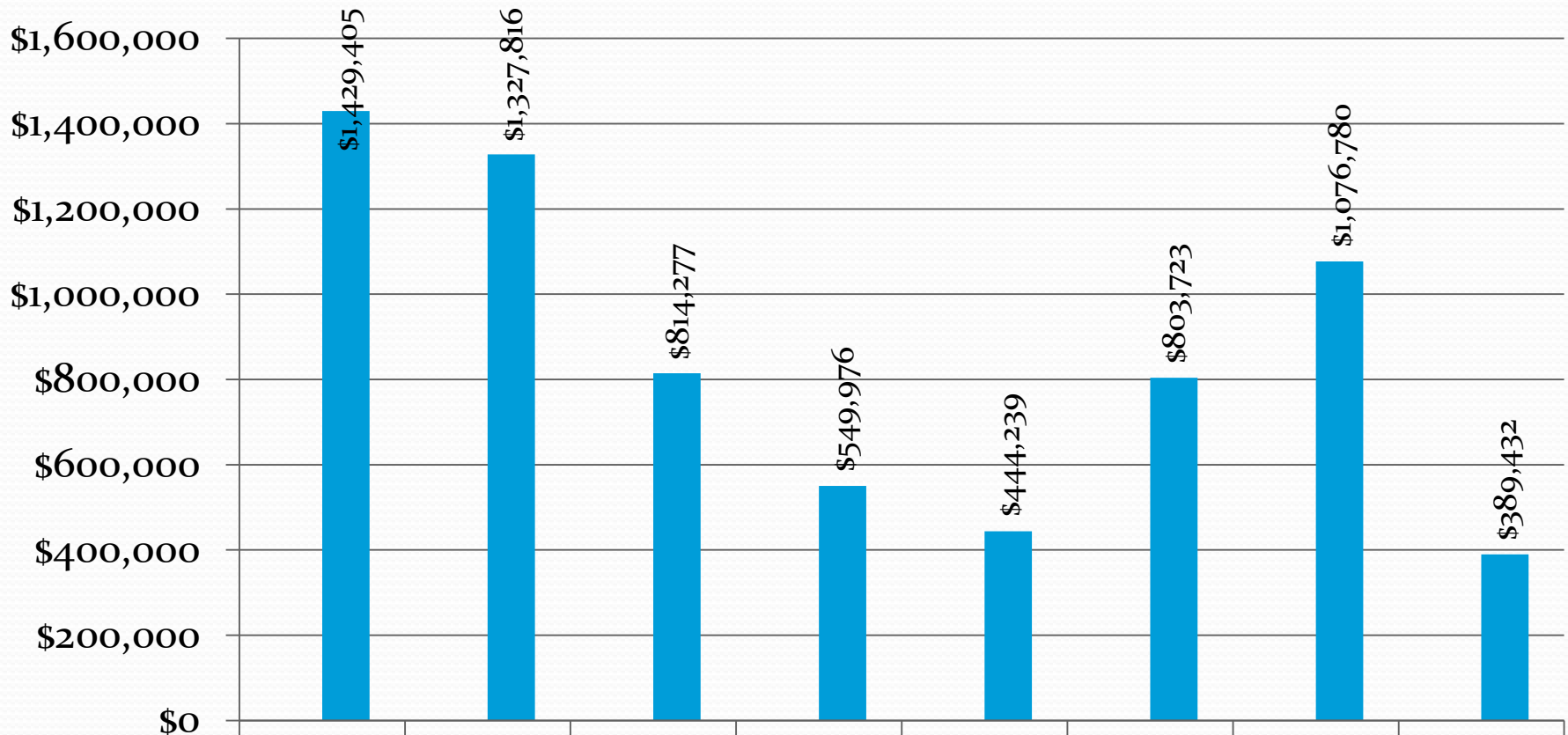
Audited Premium

2003 - 2011



Previous Workers' Comp Statistics

2003 - 2011



	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
# of Claims	196	216	234	178	131	121	123	89
Annual Cost	\$1,429,405	\$1,327,816	\$814,277	\$549,976	\$444,239	\$803,723	\$1,076,780	\$389,432

What Should You Do If An Employee Is Injured?

- Ensure employees report EVERY injury to their supervisor immediately



What Should You Do If An Employee Is Injured?

- Know the hours of operation and locations for our Network Physician:
 - Regional Occupational Health
 - Mon – Fri 0800 – 1700
 - Westside Urgent Care
 - Mon – Fri 1700 – 2200
 - Westside Urgent Care
 - Sat – Sun 0800 – 1700
 - Village at Pelham
 - Mon – Fri 0800 - 1700
 - Spartanburg Regional Medical Center ER
 - Sun – Sat 2200 – 0800
 - 24 hour Work Injury Hotline
 - 577-4059 1-888-897-1027

What Should You Do If An Employee Is Injured?

- Ensure employee has required forms:
 - Signed Medical Authorization form
 - Pharmacy Authorization form
- Supervisor must complete and submit ***all*** required forms:
 - **First Report of Injury** (as soon as possible after ensuring employee has received medical attention , usually within 8 hours or the next work day)
 - **Injury/Illness Investigation Report** (should be complete with 8 hours or the next work day)

What Should You Do If An Employee Is Injured?

- Notify Terry Booker / Joy Rinehart of injury immediately
- **All** paperwork to Terry Booker / Joy Rinehart (i.e., Modified Duty Report, Injury/Illness Investigation report)
- Provide “Light Duty” when possible (make sure we are following all restrictions set forth by the physician)
 - If you cannot offer “Light Duty” contact Terry Booker / Joy Rinehart
 - Other department may have a need

Other Ideas to Reduce Workers' Compensation

- Provide safety training
- Conduct no-notice safety audits
 - Written reports to Department Heads
 - Follow-up within 7 days
- Establish Safety Committee



Other Ideas to Reduce Workers' Compensation

- Periodic walk-thru of your department
- Place First Aid Stations in main buildings
- Hiring full-time nurse to assist with injuries
- Safety Incentives
 - Safety Bingo
 - Gift Certificates
 - Employee Incentives



Teamwork = Savings \$

- We didn't get here overnight
- RM has no magic wand
- Immediate results
- Significant improvement over the next couple of years

