

Return to  
Work Program

SMCSIG  
Incentive



PUBLIC ENTITY

Start date: July 01, 2024

# Case Study

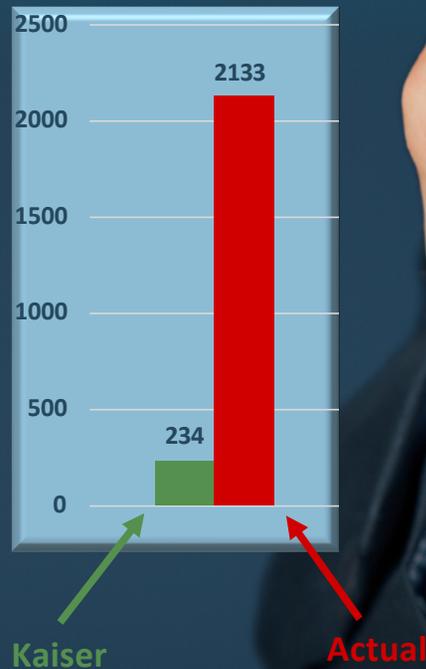
## LOST TIME FROM WORK

The Doctor's Work Status Reports recommended **234** Days Off Work.

The SMCSIG Member paid **2,133 Paid Lost Days**.

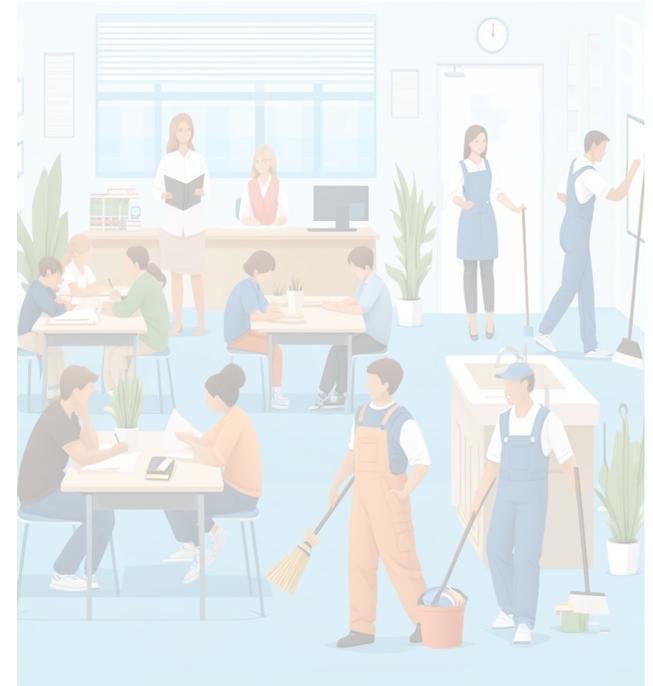
Currently, SMCSIG has 481 Open Claims with **19,951** Paid Lost Days

**\$12 million** in Temporary + Replacement salary.



## **WHY Return an Employee to Work**

1. Faster Recovery
2. Reduced Costs for Employers
3. Improved Employee Morale and Retention
4. Maintaining Productivity
5. Legal and Compliance Benefits



# Return to Work Program

1. Use the Sentinel Return-to-Work Advisor
2. 80% compliance of the doctor's orders
  - There is not an advantage to “Beating” the doctor's recommendations



# Incentive Program

1. Follow the doctor's orders
2. Compliance at  $\geq 80\%$
3. A percentage of insurance premium returned to the member, spent at the member's discretion.

*(Calculations will be made comparing doctor's recommendations vs actual paid lost days)*



This form contains your diagnosis.

1400 VETERANS BLVD REDWOOD CITY CA 94063-2612650-299-2000

**Patient Name:**  
Patient Address:

**Patient MRN:**  
**Encounter Date:** 5/14/2024 4:10 PM

Please see below for this health care provider's directives and information relating to this encounter.

### Industrial Work Status Report

**Date of Injury:** 3/29/2023

**Next Appointment Date:** 6/18/2024

**DIAGNOSIS:** CERVICAL SPINE SPRAIN, SUBSEQ

**Modified Activity (Applies to work and home)**

This patient is placed on modified activity at work and at home from 05/14/2024 through 06/18/2024.

*If modified activity is not accommodated by the employer, then this patient is considered temporarily and totally disabled from their regular work for the designated time and a separate off work order is not required.*

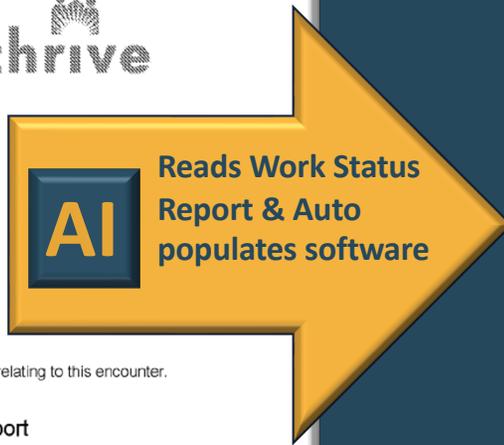
**Other needs and/or restrictions:**

**Able to lift/carry up to 20 lbs.**

8:10 am

This form has been electronically signed and authorized by MODY (M.D.)

*This form contains your private health information that you may choose to release to another party; please review for accuracy.*



Sentinel OCCUPATIONAL SOFTWARE

Sites All Claims Control Center Import Work Status Action Page Incidents

### Update Claim

for Employee: Don Freeman  
Site: Bayshore Elementary School District

1 Employee Details    2 Return to Work Advisor    3 Notes and Documents    4 Advanced Data

+ New Doctor Visit

May 1, 2024

Save Doctor Visit    X Cancel

Visit Date: 05/01/2024    Next Appointment Date: 05/08/2024

Has the doctor recommended off work?  
 Yes     No

Has the doctor recommended modified duty after returning to work?  
 Yes     No

Select a Temporary Duty  
Custodian (ALT)

In addition to the predefined temporary duties, is there any other temporary duty assigned?  
 Yes     No

Additional duties description  
Report to North Valley School Site at 8:30 am

List any special instructions that are included on the doctor's medical note:  
Limit repeat bending or twisting.

Modified Duty Start Date: mm/dd/yyyy    Modified Duty Through Date: mm/dd/yyyy

Lift Restrictions: 15 pounds

Push: pounds

Pull: pounds

Work Schedule  
 Unchanged     Changed

## Modified Duty Report

Eliminates restricted activities and indicates what employee can still do based on the essential duties of their job.

## Temporary Alternative Duty

Adds a number of temporary, alternative duties the employee can perform within doctor recommendations.

## Temporary Alternative Duty Agreement

Generates agreement for employee to sign in person or electronically via email or text push notification.

### MODIFIED DUTY REPORT

Name:	
Job Title / Position	Custodian
Report Date	Jul 28, 2023
Injured Area	Other
Lift (General)	40 lb.
List any special instructions that are included on the doctor's medical note	Avoid frequent bending at the waist.

### Job Description

No.	Activity	Weight	Begin Lift	End Lift	Action	Lift Duration	Lift Frequency (over a 15 min period)
1	Step ladder - 3 step	15 lbs.	24	36	Lift	Short (Less than 1 hour)	1 to 3 lifts
2	Rags - case	25 lbs.	0	48	Lift	Short (Less than 1 hour)	4 to 8 lifts
3	Toilet tissue case 48 rolls	25 lbs.	0	60	Lift	Short (Less than 1 hour)	4 to 8 lifts
4	Toilet bowl cleaner - case 12 bottles	28 lbs.	0	36	Lift	Short (Less than 1 hour)	4 to 8 lifts
5	5 gallon bucket tools	35 lbs.	18"	50"	Lift	Short (Less than 1 hour)	1 to 3 lifts
6	Commercial snake (beam lift 70-pounds full weight)	35 lbs.	24	60	Lift	Short (Less than 1 hour)	1 to 3 lifts
7	Empty garbage cans	40 lbs.	30	60	Lift	Short (Less than 1 hour)	1 to 3 lifts
8	Table 60" x 24" (left one side)	41 lbs.	20	26	Lift	Short (Less than 1 hour)	1 to 2 lifts
9	Open 20" x 20" x 20" open box	44 lbs.	14	48	Lift	Short (Less than 1 hour)	4 to 8 lifts
10	Open 20" x 20" x 20" open box	44 lbs.	14	48	Lift	Short (Less than 1 hour)	4 to 8 lifts
11	Recycle bin	45 lbs.	optional	optional	Push		
12	Ladder - 17' extension (fiberglass) (beam 35 lbs. 200 pounds full weight)	46 lbs.	6	48	Lift	Short (Less than 1 hour)	1 to 3 lifts
13	5-gallon bucket debris	46 lbs.	12	48	Lift	Short (Less than 1 hour)	1 to 3 lifts
14	Ladder - 17' extension (fiberglass)	50 lbs.	6	60	Lift	Short (Less than 1 hour)	1 to 2 lifts

### TEMPORARY ALTERNATE DUTY

Name	
Job Title / Position	Custodian (ALT)
Task Name	Task Description
Emergency Supplies Inventory	Under the direction of the Safety Manager, use checklists to update inventory
Assist to workers	Provide assistance to a coworker performing daily tasks. This provides the newer employee a chance to learn more about the business and job duties, and it allows the injured worker to keep doing the normal job, now with the assistance of a helper. Provide stability for workers using ladders, hand worker tools and equipment as requested. Lifting up to 10 pounds, standing, sitting and walking. Provide stability for workers using ladders, hand worker too
Check light fixtures, thermostats, HVAC vents	Check lights throughout building and replacing bulbs. Provide preventative maintenance if it is within the doctor's work restrictions. Create a work order as necessary involves standing, walking, climbing ladders, reaching, gripping and handling
Clean touch points	Observe and sanitize common touch points
Cleaning Drinking Fountains	Using checklist and standard operating procedures
Create and document SOPs	Create standard operating procedures establishing best practices for common tasks Purpose is for training, introducing new hire hires to common tasks.
Disaster Preparedness Review: Evacuation maps, fire extinguishers, earthquake preparedness, etc	Walk -through classrooms and facilities to make sure evacuation maps are visible and fire extinguishers are functioning
Empty trash	Empty small wastebaskets located at the office cubicles. Replace worn basket liners. Lifting up to 10 pounds. Involves standing, walking, stooping, bending, handling and reaching
Fill in: Soaps dispensers (finger dispensers), Empty waste baskets	Provide the benefits to the job position that manages the task as part of their usual and customary duty.
Get shutoffs identify and document	Document location, create a site map, provide preventative maintenance if it is within the doctor's work restrictions. Create a work order as necessary
General Cleaning of Common Areas	Using a check list, clean drinking fountains, student chairs, sinks, mirrors, windows, and general dusting
Inspect fences	Provide preventative maintenance if it is within the doctor's work restrictions. Create a work order as necessary
Inspect gates locks and hinges	Provide preventative maintenance if it is within the doctor's work restrictions. Create a work order as necessary
Inventory	Using hand, count pams and note count on inventory sheet. Lifting up to 10 pounds. Involves sitting, standing, walking, stooping, bending, reaching and handling
Irrigation system map and document	Map and document irrigation control panels, valves, and sprinkler outlet. Perform preventative maintenance if it is within work restrictions or create a work order as required
Minor repairs	Replace locks, key locks, patch drywall, replace outlets, cone basing and ceiling tiles, hang fixtures, replace signage, and patch carpet. Involves standing, walking, climbing, stooping, bending, reaching, handling and kneeling
Observation and Replacement	Minor light bulb, ladder, broken Seats, Chairs/Ladders/ Trip Hazards
Onsite/Offsite Vehicle	

### TEMPORARY MODIFIED / ALTERNATE DUTY AGREEMENT

Employee Name	
Job Title / Position	Custodian
Location	SMGSG Risk Pool
Date of Injury/ Onset of Illness	May 26, 2022
Date Assigned to Temporary Modified Duty by Physician	
Modified Duty Start Date	Jul 28, 2023
Modified Duty End Date	Aug 15, 2023
Description of Work Restrictions, per Treating Physician: (List specifically what is stated in medical note.)*	
Avoid frequent bending at the waist.	
Assignment Type	Modified / Alternate
See attached task list (Employers can attach the modified duty with pdf with red lines or TADs/special assignment.)	
Work Schedule	<input checked="" type="checkbox"/> Unchanged <input type="checkbox"/> Changed
Changed work schedule	
Assigned Supervisor's Name, if Different:	
<p>I agree to follow the work restrictions as prescribed above by my treating physician. I understand that I need to adhere to the agreed upon temporary restrictions and accommodations, and that the SMGSG Risk Pool may have to end this assignment or take appropriate administrative action if I do not. I also understand that if I am asked to perform any work assignments or activities that exceed my work restrictions, I will immediately report the situation to my direct supervisor and Human Resources, and that I will not perform these activities. Furthermore, I will immediately report to my direct supervisor and to Human Resources if any of the work restriction(s)/ accommodation(s) cause me discomfort or makes my medical condition worse.</p> <p>I understand that a temporary modified/alternate duty assignment typically will not normally exceed a maximum of 60 days, contingent upon review at 30-day intervals, and does not imply entitlement to a permanently modified position. I also understand that it is my responsibility to provide Human Resources with any new medical notices received during the modified work assignment, and that this assignment may be modified or terminated based on any new work limitations placed on me by my treating physician. I understand that this temporary modified duty approval period ends Aug 15, 2023 and temporary work accommodations may be extended if subsequent medical information shows that my physical capacity is improving and there is a necessary assignment for me to perform that is within my restrictions.</p> <p>I understand that if I decline to accept this temporary light duty assignment, I will not be eligible to continue to receive temporary disability payments, as painful work is being offered to me for a temporary period of time before I am able to return to my regular job.</p>	
Employer's Signature	Date
Employee's Signature	Date

To



<Member's Email> x

Cc



Tom Ledda x

Employee Name (Job Position) Work Status (Modified)

Hello <Member's Name>,

On June 11, 2024, <Employee Name> was evaluated by <Dr. Office> for the work injury <Date of Injury> involving <Diagnosis>.

The doctor has recommended <modified duty> from <begin date> through <end date>.

A follow-up appointment is scheduled for <appointment date>.

Click on [this link](#) to open Sentinel Return-to-Work Advisor to Print or send the documents via SMS or Email to collect the employees' signature.

Don Freeman  
Workers Compensation Claims Analyst  
916 801 6309 cell



## Monthly Report Card

## SMCSIG Member

Date	Dr Recommended off-work	Actual off-work	Percentage of Compliance
7/1/24	30	60	50
8/1/24	27	32	84
9/1/24	36	38	95
10/1/24	25	29	86
11/1/24	18	22	82
12/1/24	47	50	94
1/1/25	30	37	81
2/1/25			
3/1/25			
4/1/25			
5/1/25			
6/1/25			
<b>TOTAL</b>	<b>213</b>	<b>268</b>	<b>82%</b>



## Our Goal:

1. Save districts worker's compensation premiums.
2. Earn dividends to put money back into the classrooms.
3. Help the doctors use the return-to-work program as an important part of their treatment plan



Support available:

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