

The background of the slide features a close-up, angled view of the San Diego County Sheriff's Department seal. The seal is circular and contains a central emblem of a grizzly bear. The words "SAN DIEGO COUNTY SHERIFF'S DEPARTMENT" are inscribed around the perimeter of the seal in a blue, serif font. The seal is mounted on a metallic surface with a textured, possibly engraved, pattern.

Supervisor's Training 2024

Risk Management
Medical Liaison Unit
July 2024

Mission Statement



To exceed minimum compliance for health, safety, and the well being of our employees by proactively managing risk through continuous education, participation, and communication.

Our Team

Paul Lugue,
HR Manager

Araceli Hernandez,
DHRO

Marisa McCarty,
Sr. DHRO

Cecilia Martinez,
DHRO

Gene Lavigne,
Dept Safety
Coordinator

Christian Espinoza,
DHRO

Joseph Densmore,
DHRO

Self-Assessment

A large target with concentric rings is positioned on the right side of the slide. Several arrows are shown in flight, with their shafts pointing towards the center. One arrow in the foreground is in sharp focus, showing its red fletching and wooden shaft. The background is a soft, hazy blue sky with a bright light source, possibly the sun, creating a lens flare effect.

- 1. What's a PREDESIGNATED PHYSICIAN FORM?**
- 2. How often does an employee need to provide doctor's notes?**
- 3. What does P&S mean?**
- 4. What would you do if one of your employees gives you a doctor's note that says "NO USE OF BOTH HANDS"?**
- 5. What do you do if you suspect a fraudulent WC claim?**

Risk Management - MLU



- Workers' Compensation
- COVID – 19
- Protected Leaves
- MLU Self-Service
- Medical Evaluations

- Ergonomic Evaluations
- Cal/OSHA Compliance
- Safety Programs
- Facility Safety Officers (FSO)

Workers' Compensation



County of San Diego, DHR

❖ Risk Management (RM)

Workers' Compensation Unit (WCU)
5530 Overland Avenue, Suite 210
San Diego, CA 92123

SD Sheriff's Department

❖ Risk Management/Medical Liaison Unit

9621 Ridgehaven Court
San Diego, CA 92123

Liaison.Medical@sdsheriff.org

Work Related Injuries or Illnesses

Benefits Include:

- Medical Treatment
- Mileage Reimbursement
- Compensation for Lost Time
- Permanent Disability
- Death Benefits

Eligibility:

- Paid Employees
- Volunteers

Type of Injury:

- Specific Injury
- Cumulative Trauma or Repetitive Trauma



The form should be utilized and included when reporting work related injuries. This is designed to ensure all appropriate forms are completed.

3

FULL WORK COMP CLAIM

Injured employee is seeking **MEDICAL TREATMENT** and/or **LOST TIME** from work.

- MLU-4 Report of Occupational Injury
- RM-3 Supervisor Investigation
- DWC-1 Employee's Claim for Workers' Comp. Benefits
- MLU-6 Proof of Service Form
- MLU-7 Medical Authorization for Release of Information Service
- MLU-8 Non-medical Authorization for Release of Information Service
- MLU-1 Medical Disability Status Report
- MISC-1 Sharps Injury Log (OSHA) *

*To be completed if a "sharps object" was involved and kept on file in the "SHARPS LOG".

1

DOCUMENT ONLY

Employee wants to **DOCUMENT** an injury, no lost time or medical treatment involved.

- MLU-4 Report of Occupational Injury
- RM-3 Supervisor Investigation

2

EXPOSURE

Employee has no injury or illness and wants to seek **preventative care** due to an **EXPOSURE** (Example: blood borne pathogens or a TB exposure)

- MLU-4 Report of Occupational Injury
- RM-3 Supervisor Investigation

Medical Providers

- Concentra



- Kaiser Permanente On-The-Job or KPOJ



- Akeso Occupational Health



- Pre-designated Physician Form

Supervisor's Role

- ❖ Obtain correct & complete WC Forms
- ❖ Notify MLU and Submit Forms



Send Forms via email to MLU @ Liaison.Medical@sdsheriff.org

Work Status Reports

Full Duty (FD)

Temporary Limited Duty (LD)

Temporary Totally Disabled (TTD)

Permanent & Stationary (P&S)



Common Oversights

Workers' Compensation Paperwork

- *DWC1 – State of California*
- *RM3 - Supervisor's Report Incomplete*

Work Status Updates (due maximum 45 days)

- Create a reminder in Outlook

Full Duty Notes


- Please inform MLU asap
- Some sworn employees may need to qualify

Policy & Procedure



- ❖ 3.16 - Occupational Injuries, Illness, or Death
- ❖ 3.34 - Temporary Limited Duty Program for Injured or Ill Employees


If fraud or abuse is suspected, contact MLU



**Commit Workers'
Comp Fraud,
Get A New Outfit.**

DON'T DO IT. DON'T TOLERATE IT. REPORT IT:
(800) 315-7672

Employees faking injuries or employers illegally denying claims are examples of workers' comp fraud.
This is a felony punishable by up to five years in prison and a \$150,000 fine.

 **San Diego County District Attorney**



COVID 19

PROTECTED & UNPROTECTED LEAVES



Protected Leaves

Family Medical Leave (FML) & California Family Rights Act (CFRA)

FMLA - Federal

CFRA - State

Up to 12 weeks of unpaid leave within a 12-month period

Eligibility requirements

Pregnancy Disability Leave (PDL)

State law

Up to 17 1/3 weeks of unpaid leave for pregnancy related issues

No eligibility requirements

Unprotected Leave

Why would an employee go on unprotected leave?

Not eligible for
FML/CFRA

Exhausted all PDL
and FML protection

Exhausted all paid
leave balances

How to be paid while out on Leave

Disability Plans



- **Sworn**
 - CA Law Enforcement Association (CLEA) – DSA
 - AFLAC
- **Professional Staff**
 - State Disability Insurance (SDI)
 - Paid Family Leave (PFL)
- **Management/Unclassified Classifications**
 - Long Term Disability
- **Voluntary Benefits – Lincoln Financial Group**
 - Short Term Disability or PFL for non-SDI
 - Long Term Disability
- **Catastrophic Leave**

Risk Management



Other Responsibilities



- **Medical evaluations**
- **Firearms qualification waivers**
- **Fitness for duty**
- **Reasonable suspicion**
- **Funeral notices**

Reasonable Suspicion of Impairment

Supervisor's Role:

- Observe employee
- Obtain witnesses
- Document the behavior
- Contact Command & MLU



SAFETY



Cal/OSHA Compliance



What you need to know:

- Injury and Illness Prevention Program (IIPP)
- Keep records of work-related injuries and illnesses - Facility Safety Officer (FSO) Program
- Report work-related serious injuries, accident or death or to Cal/OSHA.

Safety procedures are not intended to address principles, values, philosophies, goals and objectives covered in the Department Policies & Procedures (P&P).

P&Ps are published and maintained by Division of Inspectional Services. P&Ps do not address the details covered in a safety procedure.

Refer to current P&P manual for information on operations within the San Diego Sheriff's Department.

Facility Safety Officer (FSO) Program

Why it's important to have an FSO at your location:

- Complete monthly Hazard Assessment Monthly Checklist
- Complete Site Safety Acknowledgement for new employees

**Do you know the FSO at your
current facility/area?**

If you do not...



QUESTIONS??