

Workers Compensation at a Glance

INJURED WORKER RESPONSIBILITIES

Locate the pink workers compensation panels posted on bulletin boards in your building. "OFFICIAL NOTICE". Approved physicians, and employee rights and responsibility information, can be found posted in each building. If you experience a workers' compensation injury, you should notify your supervisor immediately (no later than 24 hours).

Your supervisor or his/her designee will complete a "first report of injury" WC-1 and e-mail it to a case manager who can assist you in obtaining medical care, finding a physician, or getting the appropriate follow-up care. You will be asked to choose an authorized treating physician from the pink panels posted in your schools. The panel doctor will supervise your medical treatment to ensure you are receiving high quality, appropriate care.

EMERGENCY CARE

If, as a result of a work related injury or illness, you require immediate medical attention, you should proceed to the nearest emergency medical care facility or call 911 for assistance.

DISPUTE RESOLUTION

The workers compensation insurance carrier and/or a representative of the Dade County School System will respond to any dissatisfaction regarding a network provider of medical service under the school system's plan. If you have a complaint, please contact the coordinator of employee safety at the central office of the Dade County Board of Education or the workers compensation carrier. The dispute resolution coordinator will discuss your complaint with the appropriate party.

If the school system or worker compensation carrier can't resolve the dispute within 30 days of a written notice, any party may request intervention by the State Board of Workers' Compensation.

The workers compensation carrier is an organization that is certified by the State Board of Workers Compensation to manage the medical aspect of your claim. After you have a work related incident that requires medical attention, the carrier must be contacted. The safety committee representative at your school/site will coordinate with the workers compensation carrier and you will be in contact with a case manager that will assist you through your injury and rehabilitation and facilitate a prompt, appropriate return to work.