

Workers' Compensation

Safety and health are a priority to [Employer]. Nevertheless, accidents can occur in even the safest workplace environments.

When an accident happens and an employee is injured in his or her scope of employment, [Employer] has [insurance benefits, benefits e.g.] to assist eligible employees with their recovery.

Reporting Injuries

To prevent aggravating an injury, you must report any and all injuries that occur or may have occurred while performing your job duties as soon as the injury is known to [your manager, the Human Resources Department, the Personnel Department, the Benefits Department, the Safety Department e.g.].

Retaliation Prohibited

If you believe you are being subjected to retaliation for submitting a workers' compensation claim, you should report the retaliation immediately in the manner provided above. Please note that you do not have to confront the person that is the source of the retaliation before reporting it, but to help prevent retaliation from continuing, you must report it.

Any employee or workplace participant that retaliates against another employee or workplace participant for making a good faith request for workers' compensation, is subject to discipline or termination. Retaliation can include, but is not limited to harassment, discrimination, bullying or any other unfair treatment or abuse of power.

Fraud

When employees fraudulently invoke their benefits, they hurt everyone. For this reason, benefits fraud is prohibited.

If you suspect that someone is committing workers' compensation fraud, please report your suspicions to [the Human Resources Department, the Personnel Department, the Benefits Department, the Compliance Department, your plan administrator, the CFO, the CEO e.g.].

Questions About This Policy

If you have questions, suggestions or concerns about this policy, you should direct them to [your manager, your supervisor, the Human Resources

Department, the Personnel Department, the EEO Department, the Compliance Department e.g.].

[If you feel uncomfortable discussing your questions, suggestions or concerns about this policy with [the person, the persons, the department e.g.] listed above, you can direct them to the [Human Resources Department, Personnel Department, EEO Department, Compliance Department e.g.] [or the President, CEO e.g.].]