

All college employees are covered by the Workman's Compensation Act for injuries which occur while on the job. Injury should be reported immediately to the appropriate instructional supervisor. Workman's Compensation does not apply to accidents sustained outside the actual case of employment with the college nor for unreported accidents. Accident claims forms are maintained in the Office of Business Affairs.

In the event that an employee becomes eligible for Workman's Compensation for absence from work and said employee has accumulated sick leave available to use, said employee may use 1/3 day of his/her sick leave per day (employee will receive 2/3 of a day's pay for Workman's Compensation) to fully realize a full day's pay. The employee will not be required to utilize sick leave if said employee chooses to receive only Workman's Compensation. However, the combination of Workman's Compensation and sick leave may not exceed the amount of said employee's daily wage.

Adopted:
Amended:
Legal Ref:

