

E. Light Duty

A temporary job that is consistent with medical restrictions placed on an employee.

F. Occupational disease

This is a disease arising out of and in the course of employment, but unless otherwise provided by the WCA, not an ordinary disease of life to which the general public is exposed outside of the employment. It is characteristic of, and peculiar to, the particular trade, occupation, process, or employment.

G. Official business

Applies to University business on or off-campus (including out-of-state/country traveling).

Workers' compensation leave must be denoted under the category of "Other" on the Request for Leave Application Form.

Applicability

This policy is applicable to all employees of Claflin University which includes full-time, part-time, temporary hires and work-study students. Contractors, sub-contractors, volunteers, etc., are not covered by Claflin University's workers' compensation insurance.

PROCEDURES

It is the responsibility of the immediate supervisor or supervisor on duty to submit the Accident Report/First Report of Injury form within 24 hours to the Office of Human

The Benefits Manager or designee will provide the injured employee with the claim number and name, address, and telephone number of the insurance carrier so the injured employee can be treated and the claim filed accordingly. In some instances, the Office of Human Resources representative will fax the information to the medical provider.

Compensation Benefits for Employees with Compensable Claims under the WCA

Pursuant to the South Carolina Workers' Compensation Act an employee with a compensable claim is entitled to compensation for lost wages (at rate of two-thirds of the employee's average weekly wage) for absences beyond seven (7) calendar days for compensable claims. Claflin University will provide compensation for the first seven

