

Department Benefits

- Promotes employee return to the workforce
- Utilizes recovery period to maintain productivity
- Decreases costs for lost workdays
- Lowers medical costs
- Prevents secondary disability/re-injury
- Promotes positive employee morale in the workplace
- Preserves a skilled and valuable worker
- Saves money spent on hiring temporary workers
- Illustrates value of employee to the workplace
- Promotes cross-training
- Maximizes communication with injured employee
- Reduces likelihood of adversarial relationships
- Reduces need for short- and long-term disability leave
- Promotes compliance with ADA and FEHA

Transitional/Modified Work Duty Goals

- Keep employees in their own department, if possible, to enhance productivity and maintain connection.
- Obtain input from both the employee and the supervisor.
- Work innovatively with departments to identify transitional work duties.



Revised 9/10

How Can the RTW Program Help You?

The Workers' Compensation Division's RTW Program staff manages and monitors the entire Return-to-Work process, including the following key responsibilities:

- Tracking absences and coordinating the early return of employees who are eligible for transitional work.
- Identifying and informing all parties involved of transitional/modified work available.
- Communicating with medical providers, employees, Workers' Compensation staff, and department designees regarding work restrictions and case status.
- Complying with the Americans with Disabilities Act (ADA), Fair Employment and Housing Act (FEHA), and other legal regulations and guidelines.
- Coordinating initial and ongoing training for County managers and supervisors.
- Communicating with safety division, as needed, to ensure transitional work includes safety measures to avoid re-injury.

Additional Information

For additional information on the RTW Program, please contact the Workers' Compensation Division (951) 955-3530.



Workers' Compensation Division's Return-to-Work Program



“Advocating for Our Employees' Health & Well-Being”

Program Purpose

The primary goal of Riverside County's Workers' Compensation Division's Return-to-Work (RTW) Program is to return eligible employees to the County workforce at the earliest medically allowable date and in accordance with their medical treatment plan. The RTW Program promotes rehabilitation and enhances the recovery process of employees experiencing an illness/injury, while maximizing productivity and controlling related expenditures. This is accomplished through a partnership which includes the affected employee, medical providers, and a multi-disciplinary team of key personnel working together toward the common goal of expediting the employee's return to physical and psychological well-being.



Why Return to Work?

The American Medical Association has proven that returning an employee to work as soon as medically possible is beneficial for the employee both physically and psychologically. It is also essential in properly managing workers' compensation and disability claims. Additionally, the department benefits by reducing lost workdays while utilizing a skilled and valuable employee.

Understanding these issues, Workers' Compensation Division has developed an award-winning Return-to-Work Program. This program is designed to raise the awareness of County managers, supervisors, and staff regarding the need to provide transitional duty to injured and/or disabled employees as well as the benefits of a Return-to-Work program for all involved.

Return-to-Work Goals

- Fulfill our moral, ethical and legal responsibilities to our employees
- Provide transitional assignments or temporarily modified work while the employee is recovering
- Identify tasks for transitional duty work assignments for injured employees
- Create positive workplace morale through communication and support for the ill/injured worker
- Minimize the potential for re-injury or permanent disability
- Reduce medical and disability costs
- Increase productivity by decreasing lost work time

The RTW Program in Action

- When a work-injury takes place the Workers' Compensation Division responds to the reported injury
- Department notifies the Workers' Compensation Division In Take Service:

Workers' Compensation
On-the-Job Injury Referral Hotline:
(888) 826-7835

- The Workers' Compensation Division contact the RTW Coordinator who contacts the Department and employee.
- RTW assists the Department with returning employee back to work in transitional duty assignment, as the worker is released by the treating physician.
- Employee recovers and returns to work.
- If the employee is released with long-term or indefinite work restrictions, the RTW Coordinator refers the employee to the ADA/FEHA "interactive process," when appropriate, to mutually explore reasonable accommodations which may allow the employee to perform the essential functions of the job.

Important Facts

- The RTW program is available to employees with work-related through their workers' compensation claim.
- Employees cleared to return to work must abide by the County of Riverside's Return-to-Work Program guidelines. Employees who do not comply with these guidelines may jeopardize their rights to further benefits.
- Employees must provide their department designee and the RTW Coordinator a certificate from the treating physician, releasing them to return to work and noting any restrictions.
- Efforts will be made to place workers in jobs that are as near to their normal and customary working conditions as possible.
- The RTW Coordinator, treating physician, Workers' Compensation Division, employee, and the department partner together to create an effective RTW Program.

Employee Benefits

- Participating employees earn their regular, hourly wage and accrue benefits as applicable in their regular assignments.
- Job site rehabilitation speeds recovery while minimizing disruption to normal routine.
- Leave time and benefit balances are preserved.
- Employee abilities are the focus, instead of disability.
- Employee value to the organization is recognized.
- Workplace social contacts are maintained.
- Support is provided during recuperation period.
- Controlled environment minimizes risk of re-injury.
- Endurance is cultivated, rather than inactivity.
- Productive use of abilities promotes self-esteem.