

Remember



**All Compensation
Costs Are Paid By:
National Park Service
\$\$\$\$\$\$\$\$**

**The #1 way to
reduce these costs:
Provide Alternative
Work Assignments
(AWA) To Injured
Employees!**

Risk Management Division

Workers' Compensation Program

Mary Chandler: Intermountain, Midwest,
Southeast Regions
402-221-3994

Karlyn Payton: National Capital and Northeast
Regions
202-619-7297

Steve Rosen: Alaska and Pacific West
Regions
510-817-1486

Department of the Interior
National Park Service



The National Park Service

Department of the Interior



Park Operations and Education
Risk Management Division

WORKERS' COMPENSATION AND THE NPS SUPERVISOR

Workers' Compensation Program
Washington Office
Jo Ann Pena

Tel: 202-565-1105
Fax: 202-208-6756

Workers' Compensation Benefits

National Park Service employees who are injured while in the performance of duty are covered under the Federal Employees' Compensation Act (FECA). This coverage is extended to all civilian employees of the United States Government.

Benefits provided under the FECA constitute the sole remedy against the United States Government for work-related injury or death. The FECA is administered by the Department of Labor, Office of Workers' Compensation Programs. All entitlement decisions are made by the Department of Labor.

Compensation benefits include monetary payment for wage loss due to employment related disability, payment of related medical bills, prescription reimbursement and vocational rehabilitation services when appropriate.



**ALL WORKERS'
COMPENSATION COSTS ARE
ULTIMATELY PAID BY THE
NPS**

SUPERVISOR'S RESPONSIBILITIES

- **PREVENTION OF INJURY** ~ Safety is the key. Make safe working conditions a top priority in your shop.
- **MEDICAL CARE** ~ Ensure that Form CA-16, Authorization for Examination And/OR Treatment authorizing medical care is provided to the employee as soon as possible upon the employee's request or immediately in the case of an emergency.
- **CLAIMS FORMS** ~ Ensure that injured employees have access to the appropriate claims forms and receive the necessary guidance for accurate completion of forms. Forms used to initiate a claim are CA-1 for Traumatic Injury and CA-2 for Occupational Disease.
- **CONTROVERSION** ~ If you question the validity of a claim, you should contact your OWCP coordinator to discuss the matter prior to submitting your statement of controversion to the Department of Labor, OWCP, along with the claim.
- **TIMELY SUBMISSION** ~ Complete the supervisor's portion of the claim as soon as possible and ensure that the form (s) is forwarded to DOL immediately. According to Federal law, these forms must be received by DOL within 10 days of the employee's signature date.
- **ACCOMMODATION** ~ Supervisors are obligated to provide injured employees with Alternative Work Assignments (AWA) to accommodate any medical limitations necessitated by the injury. This is the most effective tool at your disposal for the reduction of compensation costs incurred by the Service.



EMPLOYEE'S RESPONSIBILITIES

- ✓ Report injuries or work related illness to your supervisor as soon as possible.
- ✓ Submit completed claims forms to the supervisor as soon as possible.
- ✓ Provide evidence to support the claim.
- ✓ Report all changes concerning medical status to the supervisor immediately.
- ✓ Return to work as soon as medically possible.



WORKERS' COMPENSATION COORDINATOR'S DUTIES

- Ensure that appropriate claims forms are available for injured employees.
- Provide the employee and the supervisor with information and assistance regarding workers' compensation.
- Serve as a liaison between the employee and the Department of Labor, OWCP when appropriate.
- Provide high quality customer service to NPS employees.
- Assist the supervisor in locating or creating alternative work assignments for injured employees.