



Return to Work Policy

Revision Date: June 1, 2023

Jacobson & Greiner Group of Companies return to work policy and Modified Duty's purpose, is to assist employees who have sustained a work-related injury to gainful, productive employment with the company.

When the employee is unable to return to work performing his/her regular duties, that employee may be provided with temporary job assignments which conforms to the treating physician's-imposed restrictions. In such circumstances, the temporary job assignment is termed "modified duty", because the duties performed by that employee have been modified to meet the employee's temporary physical limitations.

The temporary job assignment may or may not be in the same classification or location as the employee's regular job. Additionally, the temporary job assignment may or may not be equivalent. (in terms of weekly hours worked, and/or monetary compensation received) to the employee's regular job.

All employees are eligible to return to work on a "modified duty" status considering that the following criteria is met:

1. The injury sustained by the employee has been determined by a doctor and verification via physician's note.
2. The physical restrictions imposed by the treating physician are specified (i.e. no lifting over 50 lbs), and temporary time restrictions verified (i.e. 10 days).

The worker may return to normal work when the attending physician releases the worker to return to work, as evidenced by the completion of a Release to Return to Work Form, and Job Description Form.

If the worker is unable to report for any kind of work, the worker **MUST** call in at least weekly to report medical status.