



SOUTHERN UTAH UNIVERSITY
Policies and Procedures

Policy # 8.5.5
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SUBJECT: WORKER'S COMPENSATION

- I. **PURPOSE:** To state the University policy on Workmen's Compensation.

- II. **POLICY:**
 - A. All University employees and volunteers come under the provisions of the Utah Workmen's Compensation Law. Any accident occurring within the course of employment shall be reported immediately to the supervisor and within 24 hours to the Human Resources on the official accident report form. (Accidents not reported or reported late may be subject to non-payment by the State of Utah Labor Commission.) Certain medical and hospital expenses are covered under the compensation law, as well as compensation to an employee for temporary, permanent, or total disability.

 - B. Injured salaried staff employees under regular University appointment who are covered by Workmen's Compensation may remain on University sick leave (up to 130 calendar days at the University's discretion) receiving full salary until such sick leave has been exhausted or denied. During this period, all compensation received from the workers compensation carrier must be surrendered to the Payroll Office. When sick leave privileges have been exhausted, the employee shall be placed on leave without pay. The employee shall then continue to receive and keep compensation awarded by the workers compensation carrier. Faculty and hourly employees are covered by workers compensation loss time benefits but do not accrue University sick leave.

 - C. Accident report forms may be obtained on line at <http://www.suu.edu/ad/hr/forms.html> , from the supervisor or the Human Resources Office. Also, assistance in filling out the accident report or additional information is available through the Human Resources Office.