1.17. WORKERS' COMPENSATION SAFETY CREDIT PROGRAM

The purpose of the Safety Credit Program is to provide funds to members to improve EMPLOYEE SAFETY within their districts, as it relates to workers' compensation. It should also be used to enhance the implementation and maintenance of safety related programs, as they relate to workers' compensation.

All Safety Credit Reimbursements shall be reviewed and approved by the designated member Authorized Representative to the SCCSIG.

It is not necessary for members to belong to the Safety Credit Program through Santa Clara County Schools' Insurance Group (SCCSIG). Every year, each member will have an opportunity to decide if they wish to participate in the program. Members will be able to participate at 5%, 10% or a higher level as determined by the needs of the member. Participation election may not be changed mid-year.

EXAMPLES FOR SAFETY CREDIT USE

I. EMPLOYEE SAFETY EDUCATION

A. Pay fees for seminars and conferences for outside training.

B. Pay fees for consultants coming in-house for employee safety training.

C. Purchase or rental of audio-visual material, posters, books, pamphlets on job hazards and exposures.

D. Payroll stuffers.

E. District Safety Newsletters published outside or inside.

F. Substitute time OR Employee salary, but not both, when an employee attends Safety Training/Education.

G. Substitute pay for employees participating in the Return to Work Program who are on restricted duty and the district is unable to accommodate.

H. Funding for Safety Personnel. The job description for this position needs to include employee safety responsibilities.

I. Funding for First Aide Only Program for work related injuries.

J. Mileage to and from seminars, if out of district.

II. SAFETY SUPPLIES/MATERIALS/CONSULTATION

A. Personal Protective Materials for Employees

1. Safety glasses
2. Steel-toed shoes
3. Hand protection for chemicals
4. Face protection
5. Respirators and Medical surveillance
6. Hearing protection and baseline testing

B. District-wide Safety Programs

1. Hazard Communications, AHERA 3-year inspections, and School inspections by an outside contractor, Support/Training for Safety Committees, Industrial Hygiene Testing and Reporting.
2. Disaster preparedness programs and supplies.
3. Chemical sweeps
4. Hazardous waste clean up.

C. Correcting Cal-OSHA, Life Safety Code violations

1. Machine guarding, ventilation/fume exhausters, eye wash/showers in Chemical Storage rooms, flammable liquid cabinets.
2. Medical surveillance for employees working with Asbestos or wearing respirators, eye exams for bus drivers.

D. Preventive Programs

1. Wellness programs
2. Workshops on stress control or ergonomics
3. Health Fairs

III. SAFETY INCENTIVES AND MOTIVATION

A. Awards/Recognition for Safety Suggestions from Employees for Employee Safety.

B. Bulletin Boards for Safety posters, news, and worker compensation lost workdays notification.

C. Recognition items for the Safety Committee

IV. OTHER SAFETY RELATED ITEMS

A. As determined by the Authorized Representative.

V. REIMBURSEMENT OF EXPENDITURES

A. To receive reimbursement, members will submit an invoice with back up information documenting the expenditure, including written certification that funds were spent in accordance with the guidelines, and send to the SCCSIG Member Services Manager.

VI. RELEASE OF SAFETY CREDIT FUNDS

Cash Withdrawal

A. Based on the needs of the member, the total safety credit funds, or a portion of funds, within a members account may be withdrawn any time once a fiscal year. The Authorized Representative would be required to submit a request to the SCCSIG Executive Director in writing by June 30th of each fiscal year indicating the amount to be withdrawn for submittal to the member.

Credit toward Workers' Compensation Premium Renewal

A. A credit can be taken towards the renewal of a member's worker's compensation premium with funds in a member's safety credit account. The Authorized Representative would be required to submit a request to the SCCSIG Executive Director in writing by June 1st of each fiscal year indicating the amount to be credited toward their renewal of their workers' compensation premium.

CERTIFICATION

SAFETY CREDIT ACCOUNT REIMBURSEMENT

I certify that the safety credit funds being reimbursed to (Member Name)_____ were spent in accordance with the Safety Credit Program Policy of the Santa Clara County Schools' Insurance Group.

SIGNED:_____

TITLE:_____

DATE:_____

Revised: 3/27/08