Employees who are absent from work as a result of a job related injury or illness shall receive the benefits to which they are entitled under Connecticut's Workers' Compensation Act. All work related injuries must be reported in writing to the Personnel Office by the employee's immediate supervisor or Division Director within twenty-four (24) hours of their occurrence.

Employees have the option of using a portion of their sick leave to supplement their workers' compensation benefits. This allows an employee to earn normal straight time earnings and not to experience a loss in earnings while recovering from a work-related injury. An injured employee will be charged a percentage of a sick day for each day for which the employee receives supplemental pay. The amount of supplemental pay will be the difference between the workers' compensation benefits and the employee's normal straight time earnings. If an employee exhausts or has no available sick leave, he or she will not receive supplemental payments.

An employee who is unable to work and is receiving workers' compensation will be considered to be on inactive status. He or she will retain insurance benefits in accordance with state law. Employees returning to work from such an absence will be assigned at the discretion of the Executive Director in consultation with the Division Director and consistent with state law.

After nine months of absence resulting from a work-related injury, C.E.S. will typically assess the ability of the employee to return to work. If the employee is unable to return to work and perform the essential functions of his or her job, with or without reasonable accommodation, then C.E.S., at its discretion, may terminate the employee. For the purpose of calculating the nine months of absence resulting from a work-related injury, successive periods of injury separated by less than one calendar month are considered as the same injury when the cause of the injury remains the same.

An employee terminated under this section may still be entitled to receive from the State his or her Workers' Compensation payments.

ADOPTED: April 25, 1991 REVISED: October 22, 1992 REVISED: June 1, 2000