

## **MODIFIED/TRANSITIONAL RETURN-TO-WORK**

- 1) The City practice is to provide modified/transitional duty assignments to employees who are injured/ill as the result of an accident, which arises out of and in the course and scope of employment.
- 2) It shall be the responsibility of Department Directors to first make available a temporary, modified/transitional duty assignment for an employee under their supervision who is temporarily partially disabled and has been released to safely work within the restrictions authorized by their treating physician. If the Department Director cannot provide a modified/transitional duty assignment due to a clear unavailability of work within the prescribed restrictions, or if the injured employee is a threat to their own health, safety, and welfare, or that of their fellow employees, the Department Director will permit the employee a temporary, modified/transitional duty assignment within another department.
- 3) Injured employees who are provided modified/transitional duty assignments are expected to report for duty and to fulfill their assignment as they would their regular position, the assignment will not extend beyond six (6) weeks in duration.
- 4) While working in a modified/transitional duty assignment an injured employee may use their accrued leave time in accordance with Policy and Procedures of the City of Mulberry. However, in no instance will an injured employee be allowed to use their accrued sick leave, FMLA or vacation for the purposes of avoiding a modified/transitional duty assignment.
- 5) Modified/Transitional duty shall take into account and accommodate those restrictions which have been placed upon the injured employee by the authorized treating physician. As restrictions or limitations may change during the recovery process, the Supervisor shall continue to modify the work environment to accommodate the employee.
- 6) During the modified/transitional duty assignment, the injured employee shall continue to receive their normal rate of pay for the hours worked while working within their respective division and job class. However, while working an assignment within another division, the rate of pay for the injured employee will be based upon that pay presently set for that position within that department. Should the rate of pay be less than their regular job assignment, other benefits to which the employee may be entitled shall be paid in accordance with Florida Statutes Chapter 440, The Florida Workers' Compensation Act. In all instances, and in accordance with the salary administration practices of the City of Mulberry, the injured employee shall be paid from the employing department's budget.