

**GRAND FORKS COUNTY
POLICY MANUAL**

POLICY NO. 106-04

Eff. 2/21/12

WORKFORCE SAFETY INSURANCE

Page 1 of 1

Grand Forks County provides a comprehensive workforce safety insurance program at no cost to employees. This program covers any injury or illness sustained in the course of employment, as defined by law, that requires medical, surgical, or hospital treatment. Subject to applicable legal requirements, workforce safety insurance provides benefits after a short waiting period or, if the employee is hospitalized, immediately.

Employees that sustain a work related injury or illness, as defined by law, should inform their supervisor immediately. No matter how minor an on-the-job incident may appear, it is important that it be reported immediately. Your Department Manager or immediate supervisor will assist you with proper reporting procedures. Every effort must be made to document an incident within twenty-four (24) hours. Timely reporting will enable an eligible employee to qualify for coverage as quickly as possible. (Note: Under workforce safety laws, employees who have a blood alcohol test with .04 or higher may have their claim denied.)

NOTE: If breaks are used to conduct non-work related activities away from the employer's premises, no workforce safety coverage is available.