

ORDINANCE 2014- 10

AN ORDINANCE OF THE CITY OF HARRODSBURG, KENTUCKY REVISING THE "PERSONNEL ORDINANCE CLASSIFICATION, COMPENSATION PLANS AND PERSONNEL POLICIES AND PROCEDURES".

WHEREAS, currently the City of Harrodsburg pays health insurance premiums costs for employees who are no longer providing services to the City, for a period of up to three (3) months. The "Personnel Ordinance Manual" section of "Disability/Worker's Compensation Leave", shall be amended as follows:

*"The city will continue to pay the health insurance premium costs for the employee for a period of **four (4) months** after the employee no longer provides services to the city; after which time the employee will be responsible for the total costs until the employee returns to work or is terminated from city employment"*

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF HARRODSBURG, PAGE 49 OF THE CITY OF HARRODSBURG PERSONNEL POLICY, DATED MAY 1, 2013, IS AMENDED TO READ AS FOLLOWS:

Disability/Worker's Compensation Leave

In the event that an employee is hurt on the job they should do the following:

1. Any employee hurt on the job should report the injury or illness to their immediate Supervisor and the Payroll/Human Resources office immediately. Disability leave is available to all employees for any injury which is compensable under Worker's Compensation laws. The injury is to be reported within twenty-four (24) hours to the Payroll Clerk whenever possible if on the weekend or holiday, the next business day.
2. Upon seeing a physician, the employee shall provide the physician with information on the City's return to work program as well as forms for the physician to assess the extent of the injury, restrictions, and if and when the employee may return to work.
3. An employee that is hurt on the job should receive treatment at a physician's office or urgent treatment center rather than an emergency room, in order to keep costs down. However, if the situation is urgent and specialized care is needed then seek treatment at the emergency room.
4. The employee will contact the Human Resources Office bi-weekly to update the City of Harrodsburg on the employees' condition and the ability/needs to return to work and provide them with a doctor's note.

5. The City of Harrodsburg has light duty assignments available for employees who are off work with a work related injury. If the employee has been evaluated and found to be able to participate in the light duty program by their physician and the employee chooses not to participate, the employee could jeopardize KLC paying their workers compensation claims and wages.
6. If the employee continues to be off work for an extended period of time, the City of Harrodsburg does have the right to request that the employee see a physician of their choosing for a second opinion.
7. Employee receiving Workers Compensation benefits shall receive no pay from the City.
8. An employee off work for a prolonged injury or illness shall pay for the voluntary payroll deductions they want continued once a month or cancel them at the appropriate time.
9. Employees shall continue to accrue sick leave and earn vacation leave while on disability leave due to work-related injuries or illnesses, until such time as the employee may be separated from city employment.
10. The city will continue to pay the health insurance premium costs for the employee for a period of four (4) months after the employee no longer provides services to the city; after which time the employee will be responsible for the total costs until the employee returns to work or is terminated from city employment.

This Ordinance shall become effective upon its passage, approval, and publication as required by law.


Passed 1st reading: 7/28/14

Passed 2nd reading: 8/11/14

Published: 8/20/14



Eddie Long, Mayor
City of Harrodsburg

Attest: 

Kim Stinnett
City Clerk/Treasurer