# **Operating Policy No. 5416**

**Human Resources**

**ON-THE-JOB INJURY RETURN TO WORK**

Puget Sound Educational Service District (PSESD) recognizes that each employee provides a vital and important contribution in helping PSESD fulfill its mission.

Studies have shown that the most effective way to support employees return to work is to provide them with opportunities to heal at work based on their ability to work. This keeps the employee engaged with regular attendance and rebuilds their capacity to fully return to their regular jobs. To that end, PSESD provides transitional duty job assignments to employees who have been injured on the job and who have temporary medical restrictions that prevent them from performing one or more of their essential job functions. When transitional duty positions are available, in the employee’s existing or an alternative position, they may be offered for a limited period of time.

Adopted: August 2020

Relevant Board Governance Policy: EL 4 Treatment of Staff