



THE SCHOOL DISTRICT
OF PALM BEACH COUNTY, FLORIDA

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Guidelines for Line of Duty Pay (“LOD”)

District employees are permitted up to 10 paid days per school/fiscal year in the event of an injury sustained in the line of duty. LOD is recorded as “WCL” on the employee’s attendance screen as long as the following conditions are met:

All employees:

1. An authorized worker’s compensation physician places the employee on a “No Work” status. Evidence must be on a DWC 25 form given to the employee’s supervisor and timekeeper to properly record. **If written documentation is not provided, mark as a “sick” day.** Attendance can amend later if documentation is forthcoming.
2. LOD is limited to **10 work days per incident not to exceed 10 work days in any one school/fiscal year.** If the employee has more than 1 incident during any one school year and/or is approaching the maximum 10 LOD days, please alert Claims Technician, PX 4-8677.
3. Employees that do not receive benefits are not eligible for LOD, example: “day to day” substitutes, temporary employees.
4. If an employee has more than 1 job, LOD is granted for the job on which they sustained the injury. Attendance for the other job should be marked as “sick.”
5. In no event is LOD granted for days taken prior to the filing and acceptance of a compensable injury. If an injury is reported late, LOD will be on a “go forward” basis.
6. If the claim is denied by F.A Richard (“FARA”) or if the time off is due to an injury or illness sustained off the job, record as “sick,” “annual” or “without pay.” LOD does not apply here.
7. LOD can be used for approved medical appointments if employee cannot schedule appt. after work hours, example: the worker’s compensation doctor requests the employee obtain a diagnostic test (X-ray, MRI) right away. Total cannot exceed maximum as described in #2 above.

CTA

1. Claim must be reported to the Principal/Director within 2 days of occurrence except in “extenuating circumstances.”

FPSU

1. Employee shall notify Principal/Director (or designee) as soon as injury is apparent and file line of duty claim by the end of each month or pay period when the claim occurred.

AESOP

1. Employee shall notify Principal as soon as injury is apparent and file a claim by the end of each month or pay period when the claim occurred.
2. The employee must seek medical treatment for any injury received in line of duty within six months of the injury to be eligible for LOD.

PBA

1. If police officer sustains in line of duty injuries maliciously or intentionally, employee shall be granted full pay status for up to 2 years or when officer reaches Maximum Medical Improvement (“MMI”) only after submission of a medical report which gives current diagnosis and work status.

Questions: Claim Technician, PX 4-8677, Claims Specialist, PX 4-7440.

Updated 5/2011

PALM BEACH COUNTY SCHOOLS - RATED "A" BY THE FLORIDA DEPARTMENT OF EDUCATION – 2005 – 2009
“HOME OF FLORIDA’S FIRST LEED GOLD CERTIFIED SCHOOL”

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