

Workers' Compensation

Lake Shore Public Schools is committed to providing a safe work environment for all employees, but if you are injured while on the job, we want to make sure you receive the care needed to get well again.

ABOUT WORKERS' COMPENSATION

Workers' compensation insurance provides medical and possible lost wage benefits to workers who are injured on the job. All businesses with employees operating in Michigan are required to have workers' compensation insurance. Lake Shore utilizes the services of Comp One as our third party administrator of these benefits. After the initial visit, Comp One interprets all claims and is solely responsible for determining whether it is compensable.

FILING A WORKERS' COMPENSATION CLAIM

Employees who are injured performing work related duties during the course of their workday should do the following:

1. Notify their building secretary
2. Building secretary will provide an Authorization of Examination form
3. Employee goes to the [Concentra Clinic](#) in Warren, MI
4. Secretary gives/emails an Injury Report form to the employee
5. Employee submits Injury Report form within three days to Building Secretary

CLINIC VISITS

The initial visit, depending on the nature of the injury, is permissible during the workday. Please try to schedule any follow up and/or therapy appointments outside of work hours. If your appointments are during the work day, employees must use their available sick/personal time.

For additional information on Michigan Workers' Compensation please visit:

- [Michigan: Labor and Economic Opportunity](#)