



Modified Duty Program Form

Code 403.38-E

TO: _____

RE: Modified Duty Program

Returning injured employees to work through a Modified Duty Program is vital to an employee's earning power and critical to controlling our Workers' Compensation costs. The Linn-Mar Community School District is exploring every opportunity to ensure that our employees are returned quickly and smoothly to full earning capacity after a severe or serious work injury. We are also actively pursuing every option available to conserve our financial and human resources.

For these reasons, we are committed to the viability of our Modified Duty Program. We have a number of modified or lighter duty jobs that would be suitable for injured employees and which can accommodate a variety of medical restrictions. Furthermore, we will abide in good faith to any medical restrictions you or other medical providers may establish. We consider our Modified Duty Program to be a practical and responsible practice and one which the medical community can support as beneficial to employees.

You are presently treating an employee of the Linn-Mar Community School District and if they could perform any restricted/limited duty activities until full recovery is achieved, I would appreciate your direction.

Thank you for your consideration of this matter.

Respectfully,

Karla Christian, PHR
Chief Officer of Human Resources

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