

OESM 200: Managing Workers' Compensation

Course Description:

An introduction to the principles of Workers' Compensation and Management of this responsibility. This is a survey course that covers the principles and techniques of Workers' Compensation.

Course Objectives:

Upon completion of the course, students will be able to:

- Describe the workers' compensation system.
- Describe measures that can be taken to avoid claims through safety management.
- Identify and control workplace hazards that impact workers' compensation.
- Utilize safety resources on the Internet.
- Explain the general provisions of the Hawaii workers' compensation law.
- Discuss factors that influence workers' compensation premiums.
- Perform a workers' compensation loss control survey.
- Describe the functions of the workers' compensation claims coordinator.
- Explain compensation under Hawaii workers' compensation law.
- Develop and implement a modified duty program.
- Describe and apply various accident investigation techniques.
- Describe the influence of substance abuse on workers' compensation.
- Apply techniques to combat workers' compensation fraud.
- Identify the most common and costly injuries.

Required Textbook and References:

Werthz K. and Bryant J., *Managing Workers' Compensation: A guide to injury reduction and effective claim management*, Lewis Publishers, 2000.

Hawaii Workers' Compensation Law, Chapter 386, HRS and Related Administrative Rules (Chapter 10, Title 12).

Student Evaluation:

Students are expected to complete **all** of the following:

Exams X 3 (50 points each)	150 points
Homework Assignments	50 points
Project—Performing a WC Loss Control Survey	100 points (50 written/50 oral)

Grading:**A:** 270 – 300**B:** 240 – 269**C:** 210 – 239**D:** 180 – 209**F:** < 209

Final grades are permanent. Final “I” grades will not be allowed in this class. Final “N” grades will be given only in very rare and exceptional cases.

HCC Grading Policies:**“No Show Policy”**

Students must attend both of the first two class sessions of the semester or may be dropped unless they notify the instructor or the Division Chair in advance of their absence.

“Disappear Policy”

Students may receive an “F” grade if they do not officially drop their course by the drop deadline listed in the Academic Calendar of the current HCC catalogue or the schedule of classes.

Emergency Procedures:

- a. Location of first aid kit: in the back of the classroom.
- b. Evacuation of building: Follow exit signs. Use nearest stairwell, do not use elevators, and proceed to the nearest parking lot. Assemble and wait for further instructions from the instructor.
- c. Accident or Injury During Evening, after 4:30 p.m.:
 - Call 911 for an ambulance. Give essential information:
 - Location – Building and room number, road to enter campus.
 - Type of emergency and victim’s condition.
 - Your name and phone number.
 - Call extension 247 or 284-1270 (cell – Security)
 - To notify others that an ambulance has been summoned.
 - To have Campus Security escort the ambulance to the location.
 - To request other assistance.

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Week	Topics	Reading Assignments for Next Week*
1	Introductions and Workers Compensation Overview	Chapters 1 & 2
2	Avoiding Claims Through Safety Management	Chapter 3
3	Identification and Control of Workplace Hazards	Chapter 4 and HRS 386-1 to 386-10
4	Safety Internet Resources and General Provisions of Hawaii Workers' Compensation Law	Chapter 5
5	Understanding and Influencing Workers' Compensation Premiums	
6	Exam 1 (50 points, sessions 1-5)	
7	Understanding and Influencing Workers' Compensation Premiums (Part 2)	Chapter 6 and HRS 386-21 to 386-57
8	The Workers' Compensation Claims Coordinator and Compensation Under Hawaii Workers' Compensation Law	Chapter 7
9	Understanding and Implementing a Modified Duty Program	Chapter 8
10	Accident Investigations	
11	Exam 2 (50 points, sessions 7-10)	Chapter 9
12	Substance Abuse Programs	Chapter 10
13	Combating Workers' Compensation Fraud	Chapter 11 and HRS 386-71 to 386-100
14	Common and Costly Injuries and Administration Under Hawaii Workers' Compensation Law	
15	Survey Report Due – Presentation of Survey	
16	Exam 3 (50 points, sessions 12-15)	

* Subject to Change