

Memo

To: Mayor Hall

From: Sanya Vitale

cc: City Council

Date: 06/13/23

Re: Proposed Workplace Injury Policy

While visiting the City, the MML Risk Management team recommended that the City develop and install a Workplace Injury Policy as a means of insuring proper care and reporting protocols for staff who are injured while engaged in the performance of their positions.

The MML provided a sample Workplace Injury Policy which was adapted to meet the needs of the City of Hartford and includes information.

Employees will be sent to Corewell Occupational Health in St. Joseph for the provision of non-emergency care based on proximity and in association with our contracted drug screen provider (First Advantage) as arranged for an agreed upon with our insurance provider (Meadowbrook). For after-hours care, employees will be sent to the closest clinic as outlined on the Corewell Occupational Health Authorization form.

If approved, the MML Risk Management team would like the City to share this information with them for inclusion in our profile.