Transitional Work Grants

> **Q&A: BWC Answers your questions about Transitional Work Grants**
> Ohio employers are eligible for a Transitional Work Grant every five years, and the reimbursement is 100%, up to the maximum grant amount. Employers will no longer have out-of-pocket expenses.

What are Transitional Work Grants?

BWC's Transitional Work Grants help you develop a transitional work plan that's right for your business and your employees. Returning an injured worker to the job as soon as safely possible before the worker is 100% recovered, lowers your workers' comp costs, and improves your bottom line. It's a positive return on your human resources investment and your most valuable asset — your employees.

The program's components include company analyses and job analyses of the employees' job tasks; labor management collaboration; policy and procedure development, which includes a community resource directory and training of management, supervisors and workers, and program evaluation for effectiveness.

What is transitional work?

It is a worksite program that provides an individualized interim step in the recovery of an injured worker with job restrictions resulting from a work-related injury. Transitional work uses real job duties for a specified period to gradually return the injured worker to their original job.

Who is eligible for a Transitional Work Grant?

To qualify for the grant an employer must be a state fund private employer or a public employer taxing district.
- An employer is eligible for one grant per policy number.
- Employers may apply for a new grant program five years from the date of the previous grant's approval.
- The employer must be current with payments due to BWC and be in an active policy status.
- An employer must have reported actual payroll for the preceding year and paid any premium due upon reconciliation of estimated and actual premium.

How does it work?

Transitional Work Grants are for companies ranging from 11 to 200+ employees. BWC also can help employers with fewer than 11 employees set up a program.

The maximum grant amounts are:
- 11-49 employees up to $2,900
- 50-199 employees up to $5,200
- 200+ employees up to $6,300

If your company has multiple policy numbers, BWC will work with you and your transitional work developer to combine grant money to create a transitional work plan at the corporate level.

How do I receive my grant money?

The employer must submit all transitional work plans to BWC prior to the employer receiving grant reimbursement. Then, BWC distributes funds after it reviews and approves your plan. You must submit five documents for the grant reimbursement:
1. *Transitional Work Grant Reimbursement Request Form (TWG-2)*
2. *BWC Service Invoice*
3. *Transitional Work Grant Agreement (TWG-3)*
4. Developer invoice
5. Proof of payment

Next, BWC reimburses 100% of covered charges up to the maximum grant amounts.

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What if I do not use all my grant funds?

The remaining grant funds not used in the initial program stay with the employer policy for five years to spend on additional services. After five years, the funds are returned to the grant fund and the employer may apply for a new Transitional Work Grant. The additional services may include:

- Updating and creating new job analyses
- Training management, supervisors and/or worker
- Improving the grant plan
- Just-in-Time Training: Assist the employer in implementing their plan

How do I get started?

An employer who wants to apply for a Transitional Work Grant may use BWC's website www.bwc.ohio.gov, or submit an *Application for Transitional Work Grant Program* (TWG-1). Eligible employers will receive an approval email. Once BWC approves your application, your next step is to hire a BWC-accredited transitional work developer to design your customized on-site program.

How do I hire a transitional work developer?

Transitional work developers will design a program that's right for your company and your employees. For more information about accredited developers, visit the Transitional Work Grants developers page. BWC recommends you interview several developers and select one that best meets your company's needs.

What is the return on my employer's investment?

Examples of workers' comp savings with a grant include decreasing medical costs paid per claim, reducing time away from the job, premiums and lost-time claims. A grant may help decrease temporary total (TT) days paid, which could help your company remain or qualify for a group-rating plan. After implementing the Transitional Work Program, if your company has any claims, you will manage them better and they will be less costly. Meanwhile, your costly claims will roll off of your experience. This translates into reduced premiums.

What are the benefits of Transitional Work Grants for your employees?

Transitional Work Grant plans can help your company lower its direct and indirect human resources costs.
Fact: National statistics show indirect costs for a workplace injury that becomes a lost-time claim are four times greater than any direct claim expense. These costs include decreased productivity, hiring and training replacement expenses, overtime for loss of work and legal bills. Injured workers may recover more quickly and participate in work activities as soon as they're medically able. They may experience a smoother transition back to regular duty and feel improved self-esteem.

Where do I get more information about Transitional Work Grants?

Ohio employers can access transitional work grant information on www.bwc.ohio.gov. For more information, contact BWC's transitional work unit at TWSupport@bwc.state.oh.us.

A transitional work program is truly a WIN-WIN for your company and your workforce. You can save on workers' compensation costs. More importantly, it benefits the well-being of your workers and ultimately their families and Ohio's communities.

Together, we can help you transition your injured employees back to work and back to life.