Purpose:

The City provides benefits to the following employees and representatives of the City who are injured in work-related injuries or incur occupational illnesses:

- All regular (full-time and part-time) employees
- Seasonal, temporary or intermittent employees
- All paid-on-call volunteer firefighters
- All police reserves
- All elected and appointed officials

Benefits under Workers’ Compensation may include any of the following: payment of all reasonable and necessary medical care incurred to treat the injury/illness, benefits for loss of wages, and benefits for partial/total disability or death.

Injuries or illnesses arising out of and in the course of employment must be reported to the manager or supervisor immediately or as soon as practical, but within 24 hours after its occurrence. A delay in reporting may result in the denial of the claim. If an injury or illness is minor, first aid may be rendered on-site with no follow up needed by a physician.

The state of Iowa provides that the City has the right to determine who will provide medical care that is reasonably suited to treat an employee’s injury or illness. The City has selected a medical care provider that specializes in work-related injuries and illnesses. This medical provider is to be contacted by the shift supervisor for all work-related injuries or illnesses needing medical care during normal business hours, Monday through Friday, 8:00 A.M. - 5:00 P.M. If a work-related injury occurs during
“off” hours, the shift supervisor should contact the nearest emergency room or walk-in clinic for treatment, not the employee’s personal physician.

Information and assistance regarding coverage, claims or administration under Workers’ Compensation is available from human resources.

For additional information, see the City of West Des Moines’ Workers’ Compensation brochure, which can be obtained from human resources or a supervisor. Other forms are available through the Human Resources Share Point Site.