

5.10.4 On-The-Job Injury Leave – The Board will address on the job injury claims consistent with the requirements of Alabama Code § 16-1-18.1(d) and the Maryann Leonard Educators’ On-the-Job Injury Act. Consistent with those laws, on-the-job injury means any accident or injury to a full-time employee or adult bus driver arising out of and in the course of employment or occurring during the performance of job duties for the Board. On-the-Job Injury does not include a mental disorder or mental injury that has neither been produced nor proximately caused by some physical injury to the body. Consistent with Alabama Code § 16-1-18.1(d), the Board may require medical certification from a licensed physician stating that the employee was injured and cannot return to work due to a specified injury, if there is a reasonable expectation that the employee will return to work and, if so, the expected date of that return. The Board may require a second opinion from a licensed physician, at its expense. The Superintendent is authorized to develop procedures and forms to ensure the effective implementation of this policy. Employees determined by the Superintendent to have sustained an on-the-job injury may receive up to 90 working days of full pay and fringe benefits without using sick leave; provided that:

- a. The employee submits a signed written account of the accident attested by a principal or department head within five working days after the injury occurred. If the injured employee is deceased or incapacitated, not able to notify the Board, a knowledgeable person may provide the required notification within 30 days.
- b. The injured employee submits written medical certification from the attending licensed physician stating that the employee was injured and cannot return to work due to a specified injury, if there is a reasonable expectation that the employee will return to work and, if so, the expected date of that return.

An employee who is injured on the job may file a request for unreimbursed medical expenses and costs with the State Board of Adjustment. The Board will provide such reasonable assistance to the employee in filing the Board of Adjustment claim as is required by law, but assumes and will have no responsibility or liability for processing the claim or directly reimbursing the employee any unreimbursed medical expenses and costs.

[Reference: ALA. CODE §16-1-18.1 (1975)] – Amended by the DCBOE July 29, 2025