

Minutes State Safety & Return to Work Group Meeting



Meeting Date : 10/19/2023

Room : TEAMS

3 Pages

Time 1 :00 pm

Meeting Attendees

Rob Virts	Mandilynn Edlin	Bri Smith
Amy Jenks	Alice Flesch	Justin Ulmen
Tawni Jo Aguirre	Kirby Fugle	Evan Waters
Jennifer Alger	Charlotte Hafer	Lori Strandell
Jessica Arnold	Patty Hoover	Matt Chambers
Chris Bacon	Dan Johnson	Traci Merzlak
Rob Bird	Keri Maes	Stormy Tuffield
Herb Byers	Becky Milliman	Aaron Douglas
Terri Christianson	Charlene Nichols	Kaley Argee
Shannin Danko	Buddy Rivera	Jeff Plum
Kelly DaSilva	Alex Sebik	
Valerie Dunlap	Nathan Showalter	

Meeting Notes

Amber Borsberry – Medical Case Manager - Montana State Fund


- Medical Case Manager Responsibilities
 - Research and analyse treatment plans using the MT U&T Guidelines
 - Serve as a resource regarding injuries and treatment issues.
 - Provide medical expertise, early intervention, and an action plan related to diagnosis and treatment.
 - Support a timely, appropriate, and cost-effective plan of care to bring a claim to an expedient resolution.
 - Collaborate with Legal and Quality Assurance daily.
- Medical Case Manager Intervention
 - MCM Intervention is initiated for wage loss claims, surgical intervention, and Catastrophic claims.
 - MCM will review the claim within 5 business days, providing at a minimum, a brief Plan of Action (POA) with a detail POA within 10 business days, and ongoing POA at least every 8 weeks.
 - MCM will stay on claim until release to work has been achieved or MMI determination by treating physician or CE discretion or until they can no longer contribute to the outcome.
 - MCM will contact IE if not represented by an attorney.

Stormy Tuffield – Safety Management Consultant – Work Safe Champs Course

- Work Safe Champs course is a 9-module course that started in April 2023 and is hosted by Montana State Fund.
- Baseline introduction to risk management.
- Course will be offered again in 2024. Contact Stormy, Rob or Tawni if interested.

Tawni Jo Aguirre

- Safety Program – agencies have expressed the need for a written safety program. Rob and Tawni Jo have been working on this and will be sending it out once final approval is received.

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- Loss Run Reports – all agencies receive a Loss Run Report either monthly, quarterly or biannually. If you would like to see this more often let Rob or Tawni Jo know.
- Indemnity list – Tawni Jo receives a monthly agency wide indemnity list, if your agency is listed Tawni will send the agency contact their specific list. If you need help returning an injured employee to work contact Rob or Tawni Jo for assistance.
- OSHA 300 Log – reminder your agencies OSHA 300 logs need to be completed by January 31st, 2024. The OSHA 300 log is a tracker of all recordable injuries. A recordable injury is outlines as: requiring medical treatment beyond 1st aid, restrictive duty, days away from work, loss of consciousness, dismemberment, loss of eye, needle stick, and death. Your OSHA 300a Logs must be posted from February 1st- April 30th. As a reminder the OSHA 300a log is the tabulated dated from the OSHA 300 log. Both logs must be kept on site for 5 years. (Attached is the fillable excel OSHA log.)
- WC Webinars – WCMB will have their first quarterly webinar on 11/8. Webinars will be around 20 minutes. They will also be recorded and posted to the WCMB website.
- WCMB website has been revamped and the content has been updated.
<https://workerscomp.mt.gov/>

Rob Virts

- Onsite Contract – Survey responses received from June confirmed little to no use. The Onsite contract will be terminated 12/31/2023.
- Dividends – Montana State Fund shares strong financial results through dividends. Through efficient claims management, improved safety efforts by employers and their workers, and responsible stewardship and investment of policyholder premium dollars, we take what would otherwise be considered profit to another carrier and share it with our customers.
- Stewardship Meetings
 - Meetings have been scheduled for late November, early December for those agencies that will be participating in the meetings.
 - Meeting invites were sent out by Montana State Fund.
 - Feel free to forward invitations on to anyone in your agency that may need to attend.
 - Meetings will be virtual. If you would prefer in person, please let Rob/State Fund know.
 - Rob will be in contact before the meeting.
- Position Recruitment – WCMB will be re posting for a Safety Position. Hoping to have someone hired by the beginning of the year.

Meeting Wrap-Up

- Send suggestions for future meeting topics to Rob.

Upcoming Meeting

Date/Time

January 25, 2024 – SSG meeting – 1:00pm – 2:30pm – State Fund Boardroom
April 25, 2024 – SSG meeting – 1:00pm – 2:30pm – Virtual
June 2024 – Policy Renewal Meetings – Individual Agency Meetings