6C1-3.057 Workers' Compensation, Unemployment Compensation and Drug Testing.

(1) Human Resource Services is responsible for the administration of the Workers' Compensation Program.

(a) An employee shall report as soon as practicable an on-the-job injury to the Workers' Compensation Office, Human Resource Services and also to the employee’s supervisor.

(b) Departments that fail to comply with the Workers’ Compensation Office’s instructions shall be responsible for workers’ compensation costs incurred by the University as a result of that failure to comply.

(c) All University employees and authorized volunteers shall wear seatbelts and, as appropriate, safety helmets while operating or riding in or on motorized vehicles.

(2) Human Resource Services is responsible for the administration of all drug testing programs. All policies, procedures and drug testing records shall be maintained by the Drug Testing Office, Human Resource Services.

(3) Human Resource Services is responsible for the administration of the Unemployment Compensation Program. Departments shall refer all unemployment compensation questions and materials to the Unemployment Compensation Office, Human Resource Services.

History--New 3-6-85, Formerly 6C1-3.57, Amended 4-30-95, 6-28-98, 6-3-03, 5-30-04, 7-19-05, 3-17-09 (technical changes only).