

Returning Safely to Work from an Illness or Injury Leave of Absence (LOA)

Enhancements to help employees return safely to work from an Illness or Injury LOA are available in Jetnet. Information on “Getting Started with Medical Clearance”, a created “Letter to Health Care Provider”, improved “Return to Work Checklists” and “Call-A-Nurse Medical Clearance Status”, are tools provided to help employees returning to work from an Illness or Injury LOA.

For additional return to work assistance, employees can contact Call-A-Nurse (CAN) at 1-800-555-2373.

Key Points:

- “Getting Started With Medical Clearance” by specific workgroup – Employee access to what may be needed to begin the return to work process by specific work group.
Jetnet>Policy and Procedures>LOA/FMLA Leave Center>Return to Work
- “Letter to Health Care Provider” – Outlines how an employee’s job function could affect their personal safety, their co-workers or the public. The AA Medical staff considers individual job requirements, as well as safety risks, in reviewing medical records for each person’s successful return to work. The employee is encouraged to share this letter with their treating physician to assist in gathering the documents needed to expeditiously and safely return the employee back to work.
Jetnet>Policy and Procedures>LOA/FMLA Leave Center>Return to Work>Letter to Health Care Provider
- Improved employee “Return to Work Checklists” - Created for Safety Sensitive and Non-Safety Sensitive employee positions. The checklists include the employee’s responsibility while out on leave, benefit information, return to work and return to payroll information.
Jetnet>Policy and Procedures> LOA/FMLA Leave Center>Other Leaves>Overview of Leave of Absence>Injury on Duty or Sick Unpaid Leave of Absence>IDLOA/SKLOA Return to Work Checklist
- Call-A-Nurse (CAN) Return to Work Status – Supervisors/Managers and the employee can access the employee’s CAN return to work status on Jetnet. The CAN return to work status was designed after the FMLA status page. This enables both the employee and supervisor/manager to view if AA Medical received the needed information to return the employee back to work, needs more information, or is cleared to return to work.
Jetnet>Policy and Procedures>LOA/FMLA Leave Center>Return to Work>RTW Clearance

Local 514 Member Receives Generous Gift

Due to a members serious health condition his physician restricted him from driving. Since he lives two miles from work he would ride a bicycle to and from work everyday with the exception of sever weather. On those days his co-workers pick him up or take him home. While at Quik Trip one day someone decided they needed his bike more then he did so they stole it.

Duane Frieson an avid bike rider presented this Local 514 member with a Trek bicycle along with accessories, cable and lock. Duane traded the Tulsa

Hub a ladies bike for this one and spent a couple of hours fixing it up and adding the accessories. Due to his generosity this Local 514 member no longer has to walk to work.

Many of you probably remember Duane's organization of the bike collection last year for the Tulsa Hub where 100 used bikes were collected for donation. If any of you would like to donate a used adult or child's bike he can be reached @ Duane.Frieson @aa.com.



Local 514 Officers Roster

July 26, 2010

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