

CompControl



Volume 28 | Issue 3 | Fall 2017

The Official KMIT Member Newsletter

The Hays POET Story

"Every question I had during the process was quickly answered..."

By Erin Giebler

The **City of Hays** joined KMIT's **POET** program in its very early stages. We had always done pre-employment physicals at a local doctor's office, but when the POET program was introduced the City saw an opportunity to cut its pre-employment physical costs in half. We were initially hesitant to join, as we expected it would take a lot of time and effort to re-evaluate every position and create a test that was valid.

KMIT promised us that **BARDAVON Health Innovations** (KMIT's networking partner for POET) would make the process easy, so we decided to take a leap of faith and start the process. KMIT was absolutely correct! BARDAVON came in and made this process as painless as possible. Since they have done this exact same thing with many other municipalities, they had many job analysis already created for many of our positions. We then reviewed and changed them to match up with our city's unique job requirements. *Every question I had during the process was quickly answered, and the City was able to keep its initial implementation date.*

We have now been in the program for over a year, and I am still impressed. Our local provider gets our new employees in quickly, and the results are always delivered the same day. I know that ***every new employee I send to our provider will be tested on the skills they actually need to perform the position they were hired for.***

I also know that KMIT will be provided with a baseline of the new employee's abilities, so if they are hurt on the job, workers compensation will only have to pay what was caused on the job, not anything extra. That is something we know will save us money in the long run.

We are very pleased the POET program, and with Bardavon in particular, and I recommend it for your KMIT City.

Erin Giebler, CPM, SHRM-CP, is the Human Resources Director for the City of Hays. Erin can be reached at 785-628-7320 or egiebler@haysusa.com.

To learn more about the KMIT POET Program, contact Don Osenbaugh, KMIT Pool Administrator.

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CompControl and City Safe are publications of the Kansas Municipal Insurance Trust for the purpose of educating and information cities about loss control methods and risk management. If you have any questions concerning KMIT workers' compensation or risk management that you would like to see answered in this newsletter, please direct those inquiries to:

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Important News

Annual Renewals: Change in Process

KMIT is making some changes to its annual renewal process, which occurs in the early fall every year.

Each KMIT city will now receive **formal notice** of its renewal of its 2018 KMIT renewal on **or about October 1** (the old way was about September 1) – via US mail, as always.

Here are the other changes cities will notice when they get their renewal notices:

1. The payroll estimates (by class code) for 2018 are now being done by KMIT (instead of the city having to do it);
2. Cities may go online and change the estimate of any payroll line item which they choose;
3. Online submission of the application is still the preferred method;
4. There are a few more questions (contact information, etc.) on the renewal form, and the **form does need to be updated every year**, by the city;
5. KMIT will consider the **payroll estimates FINAL at the end of the business day on Monday, October 16.** (Hence, cities need to make any changes before then.)

At KMIT, we believe that these modifications to our renewal process make things better (and, hopefully, easier) for each member city, as well as for the pool as a group.

Please refer any questions you may have about the changes in the KMIT annual renewal process to KMIT Administrative Manager Deanna Furman.

KMIT phone number: 785.272.2608

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Email: deanna.furman@corisksol.com

Don Osenbaugh:

Email: dosenbaugh@cox.net

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Gene Miller:

Email: gene.miller@tristargroup.net

Phone: 844.702.2353 Ext. 4711

Renee Rhodes:

Email: renee.rhodes@imacorp.com

Phone: 316.250.2121



Aurora Video Library Enhanced



In conjunction with its **IMA** business partners, **KMIT** has been offering its members a complete risk control (safety) program/library of both streaming and DVD materials for a number of years, by way of IMA's association with **Aurora Pictures** (www.aurorapictures.com).

Recently, Aurora announced a significant and exciting upgrade, which KMIT expects will make safety learning even better, and easier, for our members.

Recently, an email 'blast' went out to all KMIT members, telling the story of the enhancements...

New Website for Video Library

As a member of KMIT, you have access to more than 200 Safety DVDs or live stream Safety Videos via the IMA DVD Lending Library program powered by Aurora Pictures. To access the video library, go to **trainingvideonow.com**, and log in. (The email which was distributed to each member city during July included a NEW User ID and Password.)

You can download a **[guide to using the rental website](#)** – see the help menu on the website for more information. With the new website cities will have the opportunity to set up multiple user id and passwords. If you have additional people in your city that require training login credentials, please contact **Randy Kilgariff** (of Aurora), at 612-843-221 or randy@aurorapictures.com.

For KMIT loss control assistance or safety training resource materials, please contact **KMIT Loss Control Manager Renee Rhodes** or visit the KMIT website: **www.kmit.net**.





Thank You, Debbie Price



The current President (2016/2017) of the KMIT Board of Trustees, **Debbie Price**, will be leaving the Board at the conclusion of the annual meeting. First appointed to the Board in April of 2011, Debbie is now term-limited, after having served nearly six and a half years.

Debbie is the City Clerk in Marysville, and is also the current President of the CCMFOA (the City Clerks Association). So, this has been a busy year for her.

She has served KMIT with great grace and dignity, and has been a huge asset to KMIT during her time on the Board.

We will miss the bi-annual Board meetings hosted by Debbie in Marysville – home of the Black Squirrels and Landoll Lanes.

Thank you, Debbie... for your time, effort, and leadership, and dedication to the betterment of the KMIT group of cities.

2018 KMIT Supervisor Seminar 'World Tour' Announced

The **2018 KMIT Supervisor Seminar World Tour** features six stops in six cities across Kansas.

The Spring/Summer Portion of next year's Tour kicks off in **Dodge City**, on Thursday, April 26. The second stop is in **McPherson** (at KMU), on Thursday, June 28. The last stop on the first leg of the Tour will be in **Edwardsville**, on Thursday, August 23.

The Fall Leg of the 2018 Tour features presentations in **Hays** on Wednesday, September 19; followed the next day by a stop in **Augusta** (on Thursday, September 20). The Last Stop in the 2018 season will be in **Fort Scott**, on Thursday, September 27.

All of the 2018 Seminars will be held from 1-4 PM.

[The 2017 Tour included Marysville, Parsons, McPherson, Atchison, Edgerton and Cheney.]

These short seminars represent a unique opportunity for supervisors at all levels in our KMIT cities to learn about work comp, and how to make their city's work comp program better. We know of no other program of this kind in Kansas. The sessions are free.



City Safe



Autumn 2017

Provided by: Kansas Municipal Insurance Trust

IMPORTANT NOTICE SEND ALL CLAIMS INVOICES TO KMIT

ALL bills associated with KMIT work comp claims **MUST be sent to KMIT (TRISTAR) for payment processing**, including procedures such as first office visit, x-rays, lab work, etc.

The City is NOT to pay ANY work comp claims-related invoices.

Please be sure to send all bills relating to KMIT work comp claims to the following:

Gene Miller, KMIT Claims Manager
TRISTAR Risk Management
Office: 844-702-2353 Ext. 4711
Fax: 844-702-2354
Gene.Miller@tristargroup.net

Andrea Neff, KMIT Claims Adjuster
TRISTAR Risk Management
Office: 844-702-2353 Ext. 3469
Fax: 844-702-2354
Andrea.Neff@tristargroup.net

Please email First-Notice-Of-Loss reports to:
Wichita.FNOL@tristargroup.net.

US Mail Address:
KMIT Claims
c/o TRISTAR
PO Box 2992
Wichita, KS 67201

NOTICE!

When completing and submitting a **FIRST REPORT OF INJURY** statement, please indicate in which department the injury **OCCURRED**, rather than the department in which the employee works. KMIT thanks you in advance for your help.



KMIT Calendar 2017-2018

- **Week of October 1** – Renewal application mailed out to cities
- **September 17** – KMIT Annual Meeting @ 3:45 p.m., Wichita
- Fall issue of *CompControl/City Safe* distributed – mid September
- **October 2 – renewal application** and payroll estimate **mailed**
- **October 16 (5PM, CDT) – renewal application** and payroll estimate **due**
- **First Week in December – Premium notice**, quote, invoice and certificates of coverage mailed out, due upon receipt; **past due January 31, 2018**
- Winter issue of *CompControl/City Safe* distributed – end of December
- **End of December** – Payroll audit figures requested by Legacy Partners, Inc. (KMIT Auditor is Carma Drehle-Neth at carmaneth.legacy@gmail.com)
- **January 1, 2018 – May 1, 2018** Safety Certification inspections
- **Second week of February – Payroll audit info due** to Carma Drehle-Neth (of Legacy Partners, Inc.)
- Spring issue of *CompControl/City Safe* distributed – end of March
- **April 26** – KMIT Supervisor Training, Dodge City
- **Mid-April** – payroll audit refunds and invoices mailed out; commission reconciliations out to agents
- **June 28** – KMIT Supervisor Training, McPherson
- Summer issue of *CompControl/City Safe* distributed – end of June
- **August 1** – All **safety certification responses due** to Renee Rhodes at renee.rhodes@imacorp.com.
- **August 23** – KMIT Supervisor Training, Edwardsville





Safe Cities

Abilene	Edgerton	Kinsley	Ransom
Admire	Edwardsville	La Cygne	Reading
Allen	El Dorado	Lake Quivira	Roeland Park
Altamont	Elkhart	LKM	Rose Hill
Andale	Ellsworth	Lecompton	Satanta
Arkansas City	Esbon	Lenora	Scranton
Atlanta	Eudora	Leoti	Sedan
Augusta	Florence	Lincoln Center	Sedgwick
Baldwin City	Ford	Lindsborg	Sharon Springs
Basehor	Fowler	Logan	Smith Center
Bel Aire	Frankfort	Lucas	Spearville
Belle Plaine	Fredonia	Maize	Spring Hill
Bennington	Girard	Marion	St. Francis
Benton	Glasco	Marysville	St. John
Beverly	Glen Elder	McFarland	Stafford
Bird City	Goodland	Medicine Lodge	Stockton
Blue Mound	Goessel	Melvern	Sylvan Grove
Blue Rapids	Grainfield	Moline	Tampa
Brewster	Grandview Plaza	Montezuma	Tescott
Centralia	Great Bend	Mound City	Tipton
Chapman	Greeley	Moundridge	Tonganoxie
Chautauqua	Grenola	Neodesha	Turon
Cheney	Grinnell	Neosho Rapids	Ulysses
Cherryvale	Halstead	North Newton	WaKeeney
Clay Center	Hamilton	Oakley	Wakefield
Clearwater	Hartford	Oberlin	Walton
Columbus	Herington	Ogden	Wamego
Concordia	Hiawatha	Olpe	WaKeeney
Conway Springs	Hill City	Oskaloosa	Wakefield
Council Grove	Hoisington	Palco	Walton
Cullison	Horton	Paola	Wamego
Damar	Independence	Peabody	Waterville
De Soto	Jetmore	Princeton	Wellsville
Douglas	Kingman	Ramona	Westwood

Safe Cities are as of 9-1-17. If you would like assistance returning an injured employee to work, or need ideas for modified duty, please contact Gene at 1.800.288.6732 or kmitclaims@imacorp.com. KMIT cities are considered Safe Cities if no lost time claims have been reported during the calendar year, beginning 1-1-17



By the Numbers

KMIT Injury Stats (As of September 1, 2017)

Department	Count	Total Incurred
Administration	13	\$ 25,610.50
Airport	1	\$ 1.50
Animal Control/Shelter	9	\$ 5,207.50
Cemetery	2	\$ 16,266.65
Electric	13	\$ 187,006.20
Fire/EMS	47	\$ 147,773.24
Golf	2	\$ 1,301.50
Housing Administration	1	\$ 1,600.00
Landfill	1	\$ 3.00
Library	2	\$ 1,301.50
Maintenance	16	\$ 41,668.72
Miscellaneous	4	\$ 3,901.50
Municipality	3	\$ 52,001.50
Parks	26	\$ 64,545.91
Plant	1	\$ 850.22
Plant Operator	1	\$ 1,300.00
Police	84	\$ 201,880.96
Power Plant	2	\$ 1,301.50
Public Utilities	1	\$ 1,300.00
Public Works	29	\$ 67,020.50
Recycling	1	\$ 1.50
Sanitation	11	\$ 27,234.95
Senior Center	1	\$ 1,300.00
Solid Waste	1	\$ 1.50
Street	24	\$ 35,924.50
Water	22	\$ 94,847.19
Zoo	5	\$ 2,604.50
Total	323	\$ 983,756.54

KMIT Nature of Injury Totals (As of September 1, 2017)

Nature of Injury	Total	Incurred
Abrasion	12	\$ 6,512.00
All Other Occupational Disease	5	\$ 6,484.01
Burn – Temperature Extremes	3	\$ 1,303.00
Concussion	1	\$ 1,300.00
Contagious Disease	24	\$ 19,104.69
Contusion	44	\$ 69,731.70
Crushing	5	\$ 1,306.00
Dermatitis	4	\$ 2,603.00
Dislocation	1	\$ 41,000.00
Electric Shock	2	\$ 16,900.00
Foreign Body	25	\$ 31,467.53
Fracture	9	\$ 176,100.00
Heart Attack	1	\$ 15,000.00
Heat Prostration	1	\$ 1,300.00
Inflammation	5	\$ 39,901.72
Laceration	38	\$ 70,009.00
N/A	10	\$ 3,910.50
Puncture	21	\$ 22,369.60
Respiratory Disorders (Gases, Fumes)	19	\$ 22,103.00
Severance	1	\$ 16,265.15
Sprain	22	\$ 112,018.00
Strain	69	\$ 305,767.64
Trauma	1	\$ 1,300.00
Total	323	\$ 983,756.54

KMIT Balance Sheet (As of July 31, 2017)

Assets	
Checking Accounts	\$ 648,775
Investments	\$ 15,413,154
Accrued Interest	\$ 167,854
Accounts Receivable	\$ 23,134
Excess Premium Receivable	\$ 23,739
Specific Recoverable	\$ 326,387
Aggregate Recoverable	\$ 8,559
Prepaid Expenses	\$ 252,394
Total Assets	\$ 16,863,996

Liabilities & Equity	
Accounts Payable	\$ (1,437)
Excess Premium Payable	\$ –
Reserve for Losses	\$ 2,940,313
IBNR Reserve	\$ 5,390,027
Deposits on Premium	\$ 2,224,025
Accrued Taxes and Assessments	\$ 304,139
Total Liabilities	\$ 10,857,067
Total Equity (NET WORTH)	\$ 6,006,928
Total Liabilities and Equity	\$ 16,863,996

Return to Work: Best Practice

Return To Work (programs): "...designed to return an injured, disabled, or temporarily impaired worker to the workplace as soon as medically feasible."

For some reason, finding a way to get injured employees back to work absolutely as quickly as physically possible sometimes tends to be a stumbling point for some KMIT cities...unfortunately.

The facts are very clear: returning an injured employee to work, *in some/ANY capacity* has been proven to be FAR SUPERIOR, for an number of reasons, to having them "recover to 100%" at home... **Even if the work is part time and/or in a totally different-than-'normal' job, and/or in a different department.**

As many studies, over many industries (including cities), over a long period of time, have undeniably demonstrated, the VERY BEST thing that can happen, for the city (or company) AND the injured person, is to get them back to work, in SOME capacity, as soon as he/she is deemed able to do so by the physician in control of the claim. The experts ALL agree on this one.

KMIT expects its member cities to recognize that a STRONG commitment to the Return To Work philosophy, along with a solid, and enforced, policy supporting the concept, is an essential element to maintaining not only a high-performing city-level work comp program, but also to the overall success of the group effort that is the essence of KMIT.

KMIT has a made a model Return To Work policy available to its member cities. For more information about Return To Work, please contact KMIT Claims Manager, Gene Miller, or the KMIT Pool Administrator, Don Osenbaugh.

Return To Work is The Best Practice

For more information, see:

<http://askjan.org/media/rtwprograms.html>

<http://www.dol.gov/odep/return-to-work/>

If You Have A 'Catastrophic' Workers' Compensation Event

In the event of a catastrophic work comp claim (something really bad happens), it is extremely important that you IMMEDIATELY contact your KMIT claims adjuster to report the claim:

Gene Miller: 844-702-2353 Ext. 4711

Andrea Neff: 844-702-2353 Ext. 3469

KMIT Pool Administrator Don Osenbaugh: 316-259-3847

Prompt reporting of the claim to KMIT immediately following your knowledge of it occurring can make a significant impact on the medical treatment the employee receives, and of the overall outcome and cost of the claim – especially when there are potential subrogation (a possible claim against a third party involved in the accident) issues involved.

The City and/or the adjuster should then QUICKLY notify Renee Rhodes at 316-250-2121 in IMA's Risk Control department, who will perform a thorough investigation of the incident and scene – to help determine what can be done in the future to prevent similar injuries from occurring, and also to help any subrogation effort.

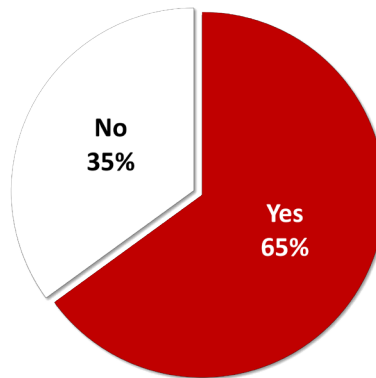
As with any investigation, the sooner a field investigation is completed, the more accurate the information and details, and the better the result for the city and for the KMIT pool. Every single work comp claim should be reported on a timely basis. Any claim resulting in severe or multiple injuries and/or a third party of any kind should absolutely be reported immediately.

What Safety Officers Report

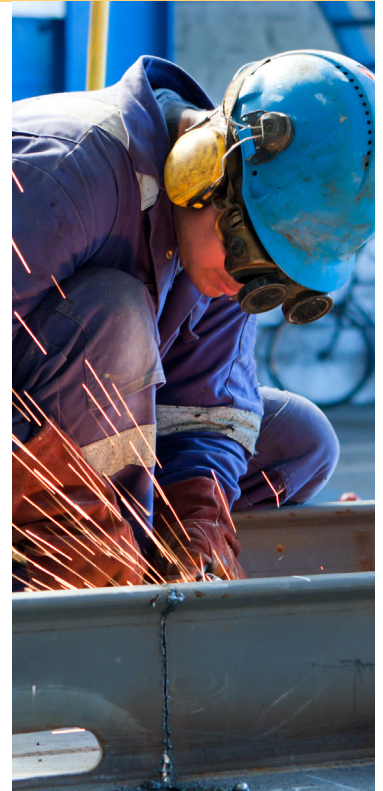
Disciplining Workers For Safety

Have you ever fired a worker for unsafe behavior?

Successful safety programs include consequences for workers who don't follow the rules. Disciplining rule-breakers is more important than having a safety policy itself.



Exclusive PBP survey
of 359 safety pros



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