

FINANCE

Risk Management

Volunteer Worker Medical Costs Coverage

This regulation supersedes Regulation 5750.3.

I. PURPOSE

To identify the coverage for medical costs and establish claims procedures for authorized volunteer workers and to help defray significant costs for medical services due to accidental injury sustained by authorized volunteer workers while providing service to Fairfax County Public Schools.

II. DEFINITIONS

A. Authorized Volunteer Worker

A person who provides volunteer (unpaid) services to Fairfax County Public Schools and is approved by the principal for the performance of those services.

B. Accident

An unexpected event resulting in bodily injury and not due to any misconduct of the person involved.

C. Excess Insurance

Coverage that applies once the limit of the volunteer worker's medical, health, and/or accident insurance has been exceeded.

D. No-Fault Insurance

Coverage that is provided without regard to fault. Payment does not imply any liability on the part of Fairfax County Public Schools.

III. COVERAGE PROVISIONS

A. Conditions

1. Compensations for medical services (e.g., required doctor, nurse, hospital, and/or ambulance services) and prescriptions shall be provided to volunteer workers on an excess insurance basis for accidental injuries (independent of all other causes) sustained during services to Fairfax County Public Schools.

2. Medical payments for volunteer workers are independent of medical payment provisions, limitations, and requirements established for paid employees under the Virginia workers' compensation program.

B. Limits

Payments up to \$2,000 per accident shall be provided to the volunteer worker, on an excess insurance basis, after the limits of his or her own personal insurance have been exceeded.

C. Expenses Excluded

Benefits shall not be paid for medical expenses associated with a prior injury not covered under this regulation or for illness or disease not resulting directly from an accidental injury.

IV. ACCIDENT REPORTING AND CLAIMS PROCEDURES

The following reporting and claims procedures shall be used.

A. Accident Report

The principal or program manager shall submit a citizen injury claim report form to Risk Management, Office of Budget Services, Department of Financial Services for each accident involving a volunteer worker. Write VOLUNTEER WORKER at the top of the report.

B. Medical Bills

The volunteer worker should follow the procedures prescribed by his or her medical or health insurance carrier. After exceeding the limits of his or her carrier, the volunteer worker should contact Risk Management for instructions on filing a claim for the excess coverage provided by Fairfax County Public Schools.

V. LIABILITY OF THE SCHOOL BOARD

A. Liability for Injury

The Fairfax County School Board recognizes that volunteer workers are exposed to the risk of injury in the course of their services and wants to help pay medical expenses resulting from accidental injury during that service. Such payments for medical expenses shall be made on a no-fault basis.

B. Volunteer Workers' File

Principals shall ensure that volunteer workers who perform services on a recurring basis are approved as volunteer workers at the school.