



MEMBER ENGAGEMENT & INCENTIVE PROGRAM

The PIPS program provides various tools to assist in the reduction of claims in order to ensure PIPS is able to protect Members' financial resources exposed to loss from workers' compensation claims. This requires the active engagement and participation of all Members in evaluating their exposures, implementing risk and safety programs and control measures specific to their exposures, and monitoring the effectiveness of these programs and control measures by reviewing losses.

Incentive Program

The following incentive program has been established in an effort to further support the Member of PIPS in their efforts towards actively managing their employee risk and safety exposures.

Risk Management Incentive Program Structure

1. Participation in this program is voluntary and is available and applicable to all current Members of PIPS.
2. The program will be based on a 12-month/annual cycle, beginning July 1st of each fiscal year.
3. The total dollar amount to fund this incentive program will be determined by the Board. As of 7/1/25, the total annual dollar amount is \$5,000,000.
 - a. Each Member's individual incentive amount will be dictated by their respective size and pro-rata share of the total current year estimated PIPS payroll.
4. Once the Board has approved that a Member has satisfied the qualifications for the incentive year as outlined below, each Member's interest in the incentive funds will first be applied to pay any amounts owed by such Member to the Authority, including any Assessments as referred to in the PIPS EQUITY DETERMINATION, RETURN AND ASSESSMENT POLICY.
 - a. Remaining funds available to the Member from the incentive program will be deposited in the Member's Safety Credit Program. The intent of this program is that these funds will be used to re-invest into the Member's risk management and safety program.
5. Any remaining undistributed funds from Members that did not qualify for the incentive will remain in the established designated fund for future Incentive Program years.

Qualification Criteria

Member Districts must achieve all of the following:	Member JPAs must achieve all of the following:
1. Must participate in a live RIAP delivery meeting and create a plan for the year. 2. The RIAP must have, and the member must complete, a minimum of <u>four initiatives</u> that support the improvement of the below-establish best practice programs (Addendum A) 3. Member must have at least one person attend at least one PIPS RMRT annually 4. Member must have at least one person register for and attend at least one PIPS SafeLEARN Group Meeting, for each of the four SafeLEARN occupation groups (can be the same person or different people) <u>*For future years, the four action items cannot be the same as the prior year.</u>	1. The Member JPA must participate in a live RIAP delivery meeting and create a plan for the year. 2. The JPA's RIAP must identify the member(s) that are driving the loss frequency and severity for the JPA, and: a. Those identified members shall have a minimum of four initiatives that support the improvement of the below-establish best practice programs (Addendum A) b. The identified members must have at least one person attend at least one PIPS RMRT annually. c. The identified members must have at least one person register for and attend at least one PIPS SafeLEARN Group Meeting, for each of the four SafeLEARN occupation groups (can be the same person or different people) <u>*For future years, the four action items cannot be the same as the prior year</u>

Addendum A

Definitions

LC = Keenan Loss Control

RMA = Keenan Risk Management Analyst

District = The District can complete this step themselves and/or with another third-party vendor.

WC Risk Management Best Practice Programs & Components/Services

As part of the RIAP meeting, the Keenan Loss Control Advisor and Risk Management Analyst will present and discuss the Members losses, and work with the member to select specific goals and action items to complete throughout the year to target the Member's specific loss trends. These action items should align with the individual components that make up the following best practice Workers' Compensation Risk Management programs outlined below:

- **Data/Trending Review**
 - Department, site or occupation specific (District, Claims, RMA & LC)
 - Includes department/occupation/site management/leadership (District)
 - Regularly conducted, as needed (District, Claims, RMA & LC)
- **Return to Work**
 - Accurate/updated job descriptions (District)
 - Written program updated/reviewed annually (District & RMA)
 - Clinic relationships (District & RMA)
 - Employer-specific modified duty roles/jobs (District & RMA)
 - Supervisor training (District & RMA)
 - HR coordination/communication (District)
- **Safety Committee**
 - Written program/policy updated annually (District & LC)
 - Committee discusses employee safety topics/hazards (District & LC)
 - Meets at least quarterly (District & LC)
 - Multi-departmental representation (District & LC)
 - Includes PD as applicable (for employee safety) (District & LC)
 - Includes management and non-management (District & LC)
 - Consistent participation/quorum (District & LC/RMA)
 - Generates actionable tasks/initiatives (District & LC)
- **New Hire Orientation**
 - Training on job-specific safety hazards (District and LC)
 - Initial ergonomic evaluation (District & LC)
 - Coordination with supervisors (District)
 - Substitute-specific component/process (District & LC)
- **Repetitive Motion Injury Prevention**
 - Written plan & injury tracking updated/reviewed annually (District & LC)
 - Task-specific hazard identification (ergo evals) (District & LC)
 - Task-specific corrective actions (District & LC)
 - Task-specific trainings (District & LC)
 - Train the trainer on how to conduct ergo evaluation (District & LC)
 - Office equipment purchasing plan/structure or inventory of common equipment (District & LC)
- **Injury and Illness Prevention Plan**
 - Written plan updated/reviewed annually with all required elements (District & LC)
 - Effectiveness audit (District & LC)
 - Employee training (District & LC)

- Supervisor training (District & LC)
- Job hazard analysis (District & LC)
- **Accident & Incident Investigation**
 - Root cause analysis-based process (District & LC)
 - Supervisor training (District & LC/RMA)
 - Injury reporting process that incorporates timely notification to Supervisor (District & RMA)
 - Follow up on corrective actions (District)
 - Appropriate discipline for not following training received (District)
- **Self-Inspections & Remediation**
 - Established process to be done at least quarterly (District & LC)
 - Current/functional forms or checklists (District & LC)
 - Administrative/management oversight/approval/verification element (District & LC)
 - Recordkeeping (District)
 - Corrective action implementation/verification (District)
- **Special Education Risk Management**
 - Classroom inspections/visits & equipment evaluation (District & LC)
 - Appropriate student placement evaluation process (District)
 - Staffing matrix (District)
 - Aide/paraprofessional/sub and all impacted general ed staff have access to necessary IEP/BIP information (District & LC)
 - Appropriate and consistent use of established and provided equipment & PPE (District & LC)
 - Key stakeholder collaboration & communication process (District)
- **Employee Training**
 - Multi format, modality approach (District & LC)
 - Smaller groups & shorter sessions (District & LC)
 - Loss driver/hazard driven (District & LC)
 - Habit modification incorporated (District & LC)
 - Job shadowing prior to training (District & LC)
 - On the job training (District & LC)
 - Supervisors buy-in, participation & enforcement (District & LC)
 - Employee accountability & knowledge verification (District & LC)
- **Supervisor/Manager Training & Accountability**
 - Supervisor role in safety/academy (District & LC/RMA)
 - Established safety violation disciplinary action & enforcement (District)
 - Supervisors registered and participate in SafeLEARN (District & LC)
- **Post Offer, Pre Employment Physicals**
 - Written plan updated/reviewed annually (District)
 - Relationships with medical provider (District & RMA)
 - Updated and accurate job descriptions to include essential functions and physical demands (District)
 - Union involvement/support (District)
 - HR coordination (District)
- **Comprehensive Injury Prevention Program**
 - Collaboration meeting with occupation group and district leadership (District & LC)
 - Hazard assessment(s)/job shadowing of associated workspaces with supervisor (District & LC)
 - Employee training with hands-on knowledge verification (District & LC)
 - Employee “homework” (District & LC)

- Field auditing w/supervisor (District & LC)
- Caught doing safety right inspection (District & LC)
- Safety award presentation (District & LC)