Worker’s Compensation

Summary/Purpose: The guidelines and requirements to receive Workers’ Compensation payments are given.

Workers' Compensation provides for payment for injuries and loss of time from work when employees, students included, become disabled as a result of a job-related injury. A Workers' Compensation-First Report of Injury or Illness form is required to determine eligibility for benefits; this form must be received by the Workers' Compensation Commission within ten days after the first day of disability. Copies of the forms are available in the Department of Human Resources.

Mississippi Law provides for a penalty of up to $100 for each late report or late filing. To assist employees, supervisors, and department heads in avoiding any personal liability for this penalty, the following schedule is established for reporting work-related injuries: employees are to report work-related injuries verbally to their supervisor as soon as possible, but no later than 24 hours after the injury, excluding weekends; supervisors who are not department heads are to report the injury to the department head immediately upon being informed by the employee; department heads are to complete the Workers' Compensation-First Report of Injury or Illness form and forward it to the Department of Human Resources within 48 hours of the accident, excluding weekends; the Department of Human Resources will forward the form to the University's carrier of Workers' Compensation Insurance, and the University's carrier will forward the form to the Workers' Compensation Commission.

The individual responsible for any late filing of the form will be held liable for any penalty assessed by the Workers' Compensation Commission.