

**CITY OF FOND DU LAC  
WORKERS COMPENSATION INJURY MANAGEMENT**

Dear Health Care Provider:

Our municipality believes that the prevention of occupational injuries and illnesses cannot be overemphasized. The protection of our number one resource, our employees, is of paramount importance.

However, in the event of an occupation injury or illness, the City of Fond du Lac believes that it is our responsibility to accommodate an employee by maintaining a Modified Duty Program. This program is designed to provide meaningful work activities for an employee during the time that they are rehabilitating, until they are able to return to their normal work assignment.

In order for this program to continue its success, a coordinated effort between the employee, their health care provider, the City of Fond du Lac, and our workers compensation carrier is imperative.

Please complete and return the attached Medical Representative's Return to Work Recommendations Form or complete and return your provider-specific Return to Work form. Using your evaluation of the employee's ability to work, we are able to determine what modified duty work assignments are available. We have both sedentary and one-handed tasks available for employees to perform in a controlled office environment if needed. Some examples of these modified duty tasks include: filing tasks, scanning documents, housekeeping tasks, or answering phones.

For your convenience, below is the contact information for our workers compensation carrier:

**United Heartland  
P.O. Box 40790  
Lansing, MI 48901  
800-258-2667**

We appreciate your cooperation. If you have any questions or would like a specific position's job description, please contact Human Resources at 920-322-3623.

Sincerely,

City of Fond du Lac  
Human Resources

