



ASSOCIATES IN REHABILITATION MANAGEMENT, INC.



On the Job Training Programs

ASSOCIATES IN REHABILITATION MANAGEMENT, INC.

Setting the Standard in Disability Management

Our Goal

Return the injured worker to a productive lifestyle through a return to regular duty work with the insured or alternative employment at another employer site.

With our broad knowledge of community resources, we work closely with all parties to coordinate a cost-effective outcome.

Associates in Rehabilitation Management will service your claims with efficiency, and integrity.

Case Management Services

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An Employment Program for the Injured Worker



On the Job Training Programs

■ Employers

- + Pennsylvania
- + Eastern Ohio
- + Northern West Virginia

■ Positions

- + Security Guards
- + Maintenance
- + Call Center Attendant
- + Front Desk
- + Cashiers

■ Costs

- + 30 – 180 days On-the-Job Training
- + Up to 40 hours per week
- + 15% surcharge for administrative fees

THE PROCESS

■ Step 1 File Review

Associates in Rehabilitation Management will review the file at no charge to determine whether or not the claimant is a viable candidate for our On-the-Job Training Program. This criteria includes the following:

- Is the claimant at Maximum Medical Improvement (MMI)?
- What are the claimant's transferable skills?
- Does the claimant want to work?
- Is the job within the claimant's physical capabilities?

■ Step 2 Initial Vocational Assessment

An Initial Vocational Assessment is scheduled/conducted with the claimant and/or their counsel. Following the meeting, the Vocational Case Manager will proceed with scheduling an interview with the OJT employer. Contact with the Employer is made to verify lack of work available before proceeding with OJT.

■ Step 3 Physician's Review of the Job

The Vocational Case Manager will forward the Job Description/Job Analysis to the treating physician and/or Independent Medical Examination (IME) physician for approval, prior to job interview if possible.

■ Step 4 Job Interview and Training Session

An interview is then scheduled for the claimant. When the interview is concluded, they are invited to a training session, which is almost always the following day or week. After the training session, a formal job offer is made to the claimant. The claimant and his counsel are notified of the job opportunity.

■ Step 5 Employment Offer

- Offer sent from employer certified & regular mail and Associates in Rehabilitation Management follow-up letter.**
- Claimant does not accept position**
If the claimant does not accept the position, a detailed written response from the potential employer is forwarded to the insurance carrier/pre-injury employer.
- Claimant accepts position**
Contact is maintained to the monitor the return to work for 15-30 days. If the claimant resigns at any time, documentation is secured from the potential employer and reported to the insurance carrier/pre-injury employer.
- Wage reimbursement form is obtained from the new employer.**

THE PROGRAM

On-the-Job Training is an employment alternative in which the wages are funded by the insurance carrier or pre-injury employer for a pre-determined number of days. This expedites the resolution of the claim in a number of ways:

1. Modifies benefits
2. Suspends benefits
3. Terminates benefits
4. Commutes claims

If/when the injured worker is offered employment, it gives the three options:

1. Accepts the job offer
 - a. Begins tolling 500 weeks of TPD
2. Refuse the job offer
 - a. Risk modification of benefits
 - b. Risk suspension of benefits
 - c. Risk termination of benefits
3. Claim is commuted



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