

SUSQUEHANNA CONFERENCE OF THE UNITED METHODIST CHURCH

WORKERS COMPENSATION

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I. WORKERS' COMPENSATION COVERAGE

The Susquehanna Conference of the United Methodist Church has been a Member of the United Methodist Workers Compensation Trust Fund, a Group Self-Insurance Fund, since 1995. The Trust self-insures their Workers Compensation obligation and is regulated by the Department of Labor and Industry and must comply with Pennsylvania Workers Compensation Laws.

As a Member of the Trust, the Susquehanna Conference, provides workers compensation benefits to employees as required by the Workers Compensation Law or occupational disease law of Pennsylvania, to include medical treatment and loss of wages, to employees who sustain a work-related injury or work-related disease, including resulting death, during the course of their employment.

The Trust also includes Employers Liability coverage for the legal obligation of the employer (Susquehanna Conference and Susquehanna Conference -United Methodist Churches) to pay damages because of bodily injury by accident or disease, including resulting death, sustained by an employee and only if the injury or death of an employee arises out of and in the course of employment.

II. WHO IS COVERED

EMPLOYEES of the Susquehanna Conference of the United Methodist Church;

EMPLOYEES of United Methodist churches in the Susquehanna Conference,

that are directly owned, operated and controlled by the Susquehanna Conference and/or owned, operated and controlled by a United Methodist church in the Susquehanna Conference, including:

- 1) All paid employees of the Susquehanna Conference
- 2) All paid pastors of United Methodist churches in the Susquehanna Conference
- 3) All paid employees of United Methodist churches in the Susquehanna Conference --who are directly owned, operated and controlled by the United Methodist Church

- 4) You must provide a copy of a W-2 statement or pay stub of your employer - the Susquehanna Conference or a United Methodist church in the Susquehanna Conference and
- 5) Provide a federal employee identification number on the Workers Compensation Claim Report

III. WHO IS NOT COVERED

- 1) Coverage is **NOT** provided to any Methodist or ecumenical program that is not fully owned, operated and controlled by the Susquehanna Conference or owned, operated and controlled by a United Methodist church in the Susquehanna Conference
- 2) Coverage is **NOT** provided to any day care, pre-school, mission, organization, group that is not fully owned, operated and controlled by the Susquehanna Conference or owned, operated and controlled by a United Methodist church in the Susquehanna Conference
- 3) Coverage is **NOT** provided to any organization or group that leases any property or space from the Susquehanna Conference or a United Methodist church in the Susquehanna Conference
- 4) Coverage is **NOT** provided to any Conference volunteer, United Methodist Church volunteer or any volunteer

For day cares, pre-schools, groups, organizations, missions, non-profit organizations, joint ventures, volunteers, etc., that have a relationship with the Susquehanna Conference or United Methodist churches in the Susquehanna Conference, **DO NOT ASSUME** you are covered by the Susquehanna Conference Workers Compensation program. You must be owned, operated and controlled by the Susquehanna Conference or owned, operated and controlled by a United Methodist church in the Susquehanna Conference for this coverage to apply. If you have **ANY** questions about workers compensation, please contact the Conference Treasurer immediately.

IV. INSTRUCTIONS ON HOW TO REPORT A CLAIM

Report any work-related injury immediately.

Ensuring prompt and appropriate medical care for injured employees and returning them to work is our central focus. Our efforts will be most effective when you report your claims immediately.

Inservco Insurance Services, Inc. is the claim management company hired by the United Methodist Workers Compensation Trust Fund to administer and manage the Susquehanna Conference workers compensation claims. There is a dedicated staff to manage the United Methodist claims. You will be contacted by an Inservco representative after you report your claim to the Conference Treasurer.