

THE MICHAELS COMPANIES

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Workers' Compensation Leave of Absence (LOA) - TM INJURY

The Enterprise Risk Management Department manages **Workers' Compensation Leave of Absence (WC LOA)** for TM injuries.

- TM must provide WC medical provider Work Status Reports to Store Manager and WC Injury Counselor.
- Michaels Injury Counselor or Return to Work Coordinator will update Workday with TM's WC LOA *start* date and *estimated* return to work date.
- The *estimated* return to work date will be updated based on TM's latest WC medical provider work status report.
- Once TM is medically cleared to return to work by WC medical provider or the location can accommodate TM's work restrictions, the Injury Counselor will update TM's Workday status to active.
- Please email RiskManagement@michaels.com or contact your Michaels Injury Counselor or Return to Work Coordinator directly with specific questions.