



Bob Holden
Governor

Jacquelyn D. White
Commissioner

Mark S. Kaiser
Division Director

State of Missouri
OFFICE OF ADMINISTRATION
Division of General Services
Post Office Box 809
Jefferson City
65102

March 1, 2002

Dear Medical Provider:

The State of Missouri is currently launching a new workers' compensation **Early Return to Work Program**. The state is committed to returning employees to temporary modified duty during the recovery of a work-related injury.

At the time of treatment, when temporary modified duty may be considered, we ask that you please complete the **Early Return to Work – Physical Assessment form**; copy enclosed and submit to our office immediately. The Physical Assessment form is also available on our web site at <http://www.oa.mo.gov/gs/risk/work/earlywork.htm>. An alternative form may be used if it provides the same information needed by the state agency to identify modified task assignments within the given restrictions. A job description may also be provided, if needed, by contacting our office.

Thank you for sharing in the treatment and recovery of state employees that they may return to work as soon as possible. We respectfully request your support and communication in this regard.

Sincerely,

Janice Steenburgen
Risk Manager
Central Accident Reporting Office (CARO)
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