

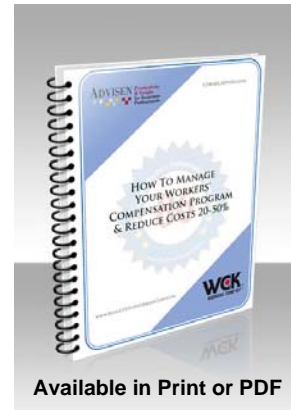
## Workers' Compensation Cost Containment Books

### **How to Manage Your Workers' Compensation Program & Reduce Your Costs 20-50%**

*How to Manage Your Workers' Compensation Program & Reduce Your Costs 20-50%* is a 13-chapter manual with practical tips and "how to" information about developing a workers' compensation cost containment program.

It covers:

- Best Practices
- Reporting
- Management commitment
- Performance goals and data
- Employee communications
- Controlling fraud
- Return to work and transitional duty
- Medical coordination
- Medical cost containment
- Training Supervisors
- Improving integration with the insurance company and claim administrator



(Manual does not include forms and sample documents).

### **Facilitator's Guide: How to Implement a Workers' Compensation Management Program**

This 32-page guide describes how to assess, benchmark, design and implement a workers' comp cost containment system using Workers' Comp Kit<sup>®</sup>. It covers how a workers' compensation coordinator assesses their workers compensation program, designs program materials, rolls out a company-wide program, and monitors and manages the program once implemented.

Includes sample forms and documents including:

- Timetable
- Facilitator's Agenda
- Injury Coordinator Job Description
- Sample Letter to Divisions with Assessment Results
- Sample CEO Roll-Out Letter
- Sample Kick-Off Letter

