

**WORKERS' COMPENSATION  
ELECTION OF PAYMENT METHOD**

If your on-the-job injury requires absence from work of seven calendar days or less, you will receive your regular pay with no deductions from any of your accrued leave. If your on-the-job injury requires absence from work of more than seven calendar days, please indicate your choice(s) below:

- Continue my regular pay LESS the amount of workers' compensation benefits; *charge my accrued sick leave* at a rate equal to the portion of pay which I will actually receive from the City.
- If my accrued sick leave is exhausted prior to the time I am able to return to work, continue my pay as above and *charge my accrued discretionary leave* at a rate equal to the portion of pay which I will actually receive from the City.
- If my accrued sick leave is exhausted prior to the time I am able to return to work, continue my pay as above and *charge my accrued vacation leave* at a rate equal to the portion of pay which I will actually receive from the City.
- I wish to receive workers' compensation benefits **ONLY** with no pay from the City and no deductions from my accrued leave.

I understand that, if I am unable to return to work after all leave benefits are exhausted, or if I choose to receive workers' compensation benefits only, I am required to submit a written request for a leave of absence without pay in accordance with current City policy.

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Employee Signature

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Date Signed