



UTILIZING LIGHT DUTY



Utilizing modified duty for employees that are on restrictions due to a work-related accident is very important for both the employer and employee. Some advantages are as follows:

- It is proven to be therapeutic for the injured worker
- It helps speed the recovery process
- It prevents the employee from becoming dependent on a disability system
- It helps employees stay in touch with the work environment and fellow employees
- Modified duty affects the bottom line premium that is paid out by your organization by helping the experience modification rate.

A number of tasks can be found on the attached pages that could be utilized for employees restricted to one-handed work, low weight restrictions, or mobility issues. It should be noted that this list is only meant as a starting point to assist in identifying potential light duty jobs. Additional tasks may be available.

The majority of these tasks being completed will not only help the organization with its overall insurance costs, but will keep a clean facility. This can potentially help attract new customers, keep current customers happy, and heighten overall employee morale.

- Possible Light Duty Jobs:
- Sweeping parking lots
- Clean signs, boards, and windows
- Clean parking lots
- Light landscaping – water shrubs
- Polishing walls, doors, etc.
- Assembling drink carriers
- Stocking shelves
- Cleaning car hop trays
- Cleaning condiment bottles
- Taking inventories
- Filling condiment bottles
- Filling drink cups at soda fountain
- Drive thru position-take money
- Paperwork
- Counting money
- Inventory First Aid kit
- Inspect Fire Extinguishers
- Update electrical panel labels
- Answering phones
- Office organization
- Food safety checks – food covered in frig/freezer
- Scheduling/office paper work
- Organize bulletin boards
- Training paperwork
- Light kitchen work
- Taking orders for drive thru-sitting
- Filling French fry orders
- Serving extra condiment tray to customers
- Filling ice cups
- Prepare onion rings sitting/standing
- Complete Safety & Security Inspection Checklist
- Check in deliveries
- Employee reviews – managers only conduct
- Clean seating area tables/chairs
- Clean Restroom
- Update MSDS Books
- Prepare lemons/limes – stand or sit task
- Wash dishes
- Clean countertops
- Re-organize inventory
- Brake down boxes
- Clean car ordering stations
- Sack food for delivery
- Put lids on cups