

**GCCCD**  
**Compensation for Work Injury**  
**CLAIM DELAYED/DENIED**

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Work injury claim is **delayed** by York

Any time off related to the work injury claim is listed as **WC**

**Time off for Reduced Schedule and/or appointments:**  
Employee completes their own timesheet. Personal leave will be used for all missed time. After exhaustion of full pay sick leave employee is to advise payroll of other leave to utilize. (if applicable)

**Off work completely:**  
Timesheet completed by Supervisor/Manager. Personal leave will be used for all missed time. After exhaustion of full pay sick leave employee is to advise payroll of other leave to utilize. (if applicable)

Work status form provided to Benefits after each appointment

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**WC** is listed for travel time and appointment only.

Supervisor/Manager will list **WC** for all missed time authorized by the medical provider.

Work injury claim is **denied** by York \*

**\*For ACCEPTED workers compensation claims see CLAIM ACCEPTED flow chart**

Time off remains personal leave and the employee may need to request a leave of absence if they are unable to return