

MEMORANDUM

TO: PERSONNEL MANAGEMENT LIAISONS

DATE: March 9, 1995
REF: 95-11

RE: **THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:**
DEPARTMENT ACCOUNTING, PERSONNEL OFFICERS, RETURN TO WORK
COORDINATORS, AND HEALTH AND SAFETY OFFICERS

FROM: Department of Personnel Administration

SUBJECT: Administrative Fees 1994-95 Fiscal Year- Workers' Compensation and Safety Program

Last April, the Workers' Compensation and Safety Program became fully reimbursable. Billings were issued to departments based on their percentage of the State's workers' compensation costs.

Starting this year the fees will be charged based on each department's total workers' compensation costs and their number of permanent employees. Those departments who have annual workers' compensation costs in excess of \$500,000.00 will be charged \$3.20 per employee, per year. The State Controller's office will be processing a transfer of funds for the impacted departments during the month of March.

Department staff may direct question to Jamie Meyers of the Workers' Compensation and Safety Program at (916) 327-4024.



Patricia Pavone, Chief
Benefits and Training Division