

DC Office of Risk Management is currently seeking to hire three (3) Workers' Compensation Claims Manager - Implementation Team Member.

Job Summary

This position is located in the DC Office of Risk Management (DCORM). DCORM provides risk management direction, guidance, and support to District government agencies.

This position is established to oversee the management of the Public Sector Workers' Compensation Program (PSWCP), which is a system of benefits provided by law for workers who have job-related injuries or illnesses; and will supervise a team of Claims Examiner to accomplish the mission of the section.

Oversees and reviews work of a team of Workers' Compensation Claims Examiners including hiring, approving and disapproving request for leave of absences and overtime; conducting performance appraisal; regularly providing guidance and advice, attending to employee discipline and grievance; and, other related supervisory responsibilities.

- Actively oversees and allocates workloads and performance, and ensuring responsibilities were performed efficiently, professionally, and with a high degree of customer service.
- Provides continued support in the development, implementation, and management of DCORM's enterprise workers compensation software program.
- Serves as the subject matter expert on claims administration; makes presentations and provides training and assistance with issues related to workers' compensation.
- Attends agency claim review sessions, trials, and claims mediation sessions
- Makes recommendation for reduction in claims payments or a reduction from total to partial disability where applicable.
- Assists in the litigation process; ensures timely and cost-effective claims resolution.
- Communicates claim activity and processing with the claimant and the client; maintains professional client relationships.
- Examines claims to determine loss of wage earning capacity in cases where medical evidence indicates that the disability is not total loss any longer.
- Manages and reviews open claim files for compliance with claims handling guidelines to include initial claim handling, investigation, medical management, and overall file management.

Education

Bachelor's degree from an accredited college or university preferred. Five (5) years of claims management experience including at least two (2) years of supervisory experience preferred.

Licensures, Certifications and other requirements

Related professional certification preferred.

Work Experience

Applicants must have at least one (1) year of specialized experience equivalent to grade 12 level in the District of Columbia government service, or equivalent public or private sector. Specialized experience is experience which is directly related to the line of work of the position and has equipped the applicant with the particular knowledge, skills, and abilities to successfully perform the duties of the position including but are not limited to, planning, organizing, and conducting complex investigations; overseeing a team of claims examiner including providing job related guidance and advice, etc.

Work Environment

The work is performed in an office setting.

Physical Demands

The work is sedentary, but occasionally, there may be walking, standing, bending, and carrying of light items such as papers, reports, books, etc.

If you are interested in applying, please follow the link below and apply.

<https://goo.gl/tT5oC3>