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Agency activity inventory- Workers' Compensation Commission FY 2009-10

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Agency Activity Inventory
by Agency
Appropriation Period: FY 2009-10

Agency: R08 - Workers' Compensation Commission

Functional Group: Transportation & Regulatory

1323 Administration

Administration provides support services to all the divisions of the Workers' Compensation Commission. The program provides executive leadership, support, policy development and review, personnel and other human resources activities, facility management, budget and financial management, legal services, information resource management, communications, and overall agency direction. The program also provides information to the general public, including individual employers, employer groups, employees, insurance carriers, attorneys, state agencies and the General Assembly.

Statewide Result Area: Strengthen central state government and other governmental services

Strategy: Administration

FY 2009-10

Total	General Funds	Federal Funds	Non-Recurring Provisos	Part III (ARRA Funds)	Other Funds	FTEs
\$972,489	\$395,634	\$0	\$0	\$0	\$576,855	13.00

Other Fund - Subfund No. & Title:

3844 - Penalties, Fines and Fees \$566,855; 3035 - Operation Revenue \$10,000

Budgetary Program No.: I

Expected Results:

Provide all services necessary to maintain the administrative operation of the agency. Prepare the budget, accountability report and annual report according to established timelines. Conduct seminars for the well-being and further training of staff. Provide information and assistance on human resource issues on a timely basis. Provide all requested information on a timely basis. Maintain the claims administration data system and provide technical support when requested.

Outcome Measures:

All services are provided to maintain the administrative functioning of the agency. The budget, GAPP reports, accountability report, and annual report are prepared and submitted in a timely manner. Seminars and training sessions are provided for staff development. Information on benefits and other personnel related issues are provided on an ongoing basis. With assistance from the Department of State Information Technology (DSIT), the Commission's information systems are maintained and enhanced on a continual basis.

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Functional Group: Transportation & Regulatory

1324 Adjudication

The Workers' Compensation Commission is a highly specialized, single purpose organization created under Title 42 with three

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areas that contribute to the overall adjudication of workers' compensation claims: Claims, Judicial, and Insurance & Medical Services. The Commission's mission is linked to its program goals by a common purpose and commitment to the principles of equity, fairness, timeliness, accuracy, and reliability that are fundamentally inherent in a state regulatory system that requires the participation of almost every employer and employee in South Carolina. The Commission manages a system of benefits by holding hearings and informal conferences to resolve contested issues; monitors the management of all claims to ensure that benefits are paid accurately and timely; administers a self-insurance alternative for South Carolina employers; ensures compliance with the Workers' Compensation Act; and establishes medical fee schedules that contain medical costs while assuring access to quality health care. Title 42, Chapters 1 & 3 describe the duties of the Workers' Compensation Commission.

Statewide Result Area: Strengthen central state government and other governmental services

Strategy: Provide effective and efficient Other Governmental Services which are required by law and/or pertinent to the lives of citizens.

FY 2009-10

Total	General Funds	Federal Funds	Non-Recurring Provisos	Part III (ARRA Funds)	Other Funds	FTEs
\$3,667,968	\$2,144,823	\$0	\$0	\$0	\$1,523,145	52.00

Other Fund - Subfund No. & Title:

3844 - Penalties, Fines and Fees \$1,521,845; 3035 - Operating Revenue \$1,300

Budgetary Program No.: IIA, IIB, III, IV

Expected Results:

Receive and process initial reports of occupational injuries and illnesses, review all claims for completeness and timely payment of all benefits, review settlements for completeness and accuracy, close claims timely and accurately; prepare and schedule unresolved claims for either an informal conference (viewing), hearing or appellate review, make settlement recommendations (viewings) or adjudicate findings (hearings and reviews) to resolve disputed issues, approve settlement agreements, lump-sum awards and attorney fee petitions; and develop and maintain fee schedules for providers of medical services to injured workers, review and approve applications from corporations and prospective funds to self-insure workers' compensation liabilities, monitor the financial condition of self-insured employers and funds, ensure all insurance companies and employers covered by the Workers' Compensation Act comply with its provisions.

Outcome Measures:

Review/record accident reports within 2 days of receipt, review initial notices of payment to temporary total within 1 day, review settlements within 1 day, close claims within 3 days of receipt of the Form 19, conduct annual reviews on all open cases; process requests for informal conferences within 5 days, hold 90% of hearings within 120 days, docket appeals within 60 days, process hearing requests within 10 days, hold 80% of informal conferences within 90 days, hold 90% of all appellate hearings within 90 days, revise and maintain the Medical Services Provider Manual and the hospital inpatient and outpatient systems as needed, review all contested bills within 5 days, review all applications to self-insure within 60 days, review fund member applications to self-insure within 2 days, collect self-insured taxes within 120 days, maintain employers coverage database and verify coverage within 5 days, perform self-insured audits, and complete compliance investigations within 90 days.

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9998 4.04% Mid-Year Reduction

4.04% Mid-Year Reduction

Statewide Result Area: Strengthen central state government and other governmental services

Strategy: FY 2009-10 4.04% Mid-Year Reduction

FY 2009-10

Total	General Funds	Federal Funds	Non-Recurring Provisos	Part III (ARRA Funds)	Other Funds	FTEs
(\$102,566)	(\$102,566)	\$0	\$0	\$0	\$0	0.00

Other Fund - Subfund No. & Title:

NA

Budgetary Program No.: NA

Expected Results:

NA

Outcome Measures:

NA

AGENCY TOTALS

Workers' Compensation Commission

TOTAL AGENCY FUNDS	TOTAL GENERAL FUNDS	TOTAL FEDERAL FUNDS	TOTAL OTHER FUNDS
\$4,537,891	\$2,437,891	\$0	\$2,100,000
	TOTAL NON-RECURRING FUNDS	TOTAL PART III FUNDS	TOTAL FTEs
	\$0	\$0	65.00