

Voucher FAQs

If you were injured on or after January 1, 2013

What is the SJDB voucher and what is covered?

Injured workers who are permanently unable to do their usual job, and whose employer does not offer other work, may also qualify for the SJDB voucher. The voucher amount is \$6000 for all permanent disability ratings and can be used for training at a California public school or any other provider listed on the state's eligible training provider list. It can also be used to pay licensing or certification and testing fees, to purchase tools required by a training course, to purchase computer equipment of up to \$1,000 and to reimburse up to \$500 in miscellaneous expenses. Up to 10 percent or \$600 may be used to pay for the services of a licensed placement agency or vocational counselor. No more than 10 percent of the value of the voucher can be used for vocational & return to work counseling.

When is the voucher available?

The voucher is due 60 days after a treating doctor, agreed medical evaluator (AME), or qualified medical evaluator (QME) declares the injured worker permanent and stationary, and issues a report outlining the worker's work capacities, if the employer does not offer the worker a job. The job must pay no less than 85 percent of the worker's earnings at the time of the injury, and must be expected to last at least 12 months.

What if my employer offers a modified or alternative job and I don't accept it -- can I still receive the voucher?

If the employer makes an offer of regular, modified, or alternative work within 60 days after receipt by the claims administrator of the Physician's Return-to-Work & Voucher Report and the offer meets certain requirements and you don't accept the job, you're not eligible for the voucher. The offer of modified or alternative work must meet the following conditions:

- *You have the ability to perform the essential functions of the job*
- *The job is a regular position lasting at least 12 months*
- *The job offers wages and compensation that are at least 85 percent of those paid to you at the time of your injury*
- *The job is located within reasonable commuting distance of your residence at the time of injury.*

Job offers should not be filed with DWC.

How does the voucher work?

If eligible, you will receive the voucher [on form 10133.32](#). When you receive the voucher, the claims administrator should have completed the information on the first page. If you will be using the services of a vocational return-to-work counselor, and/or training provider or school, complete the second page and mail it along with a copy of the first page to the claims administrator. If you would like to request an advance and/or reimbursement on miscellaneous expenses up to \$500, complete the third page and return it to the claims administrator. If you would like to request reimbursement for computer equipment, tuition, fees, books, and/or tools, return page four to the claims administrator along with receipts and documentation. You can expect the payment to be made within 45 calendar days from the date the claims administrator receives the voucher.

What is the amount of the voucher and how is the amount determined?

For injuries occurring on or after Jan 1, 2013, the amount of the voucher is \$6000.

When will I receive the supplemental job displacement benefit voucher?

If you are eligible for the voucher, it is due 60 days after a treating doctor, AME or QME declares the injured worker permanent and stationary, and issues a report outlining the worker's work capacities, if the employer does not offer the worker a job.

When can I expect to receive the payments specified in the voucher?

The claims administrator must issue reimbursement payments to you or direct payments to the VRTWC and training provider within 45 calendar days from receipt of the completed voucher, receipts and documentation.

Does a voucher expire?

The voucher will expire within two years of being issued or five years from the date of injury, whichever comes later.

Where can I find information about state-certified providers?

The State of California's Eligible Training Provider List can be viewed at <http://etpl.edd.ca.gov>.

Am I required to select a vocational return to work counselor (VRTWC) and how do I find one?

You are not required to use a VRTWC. However, you might want to use an expert who can help you choose a training program that's in step with your abilities and medical restrictions. VRTWCs are paid to help injured workers figure out a vocational goal and a return to work plan. The Division of Workers' Compensation (DWC) maintains a [VRTWC](#) list.

How is the VRTWC paid and what is the most he or she can receive?

The claims administrator pays the VRTWC the amount specified in the voucher. In no event shall the amount paid to a VRTWC be more than 10 percent of the total value of the voucher.

Can I use the voucher out of state?

Education-related retraining or skill enhancement must be with a California public school or with a provider that is certified and on the state's Eligible Training Provider List.

What if I disagree with the claims administrator about the SJDB voucher?

You can file a Request for Dispute Resolution form with the DWC. The form will be reviewed by the Administrative Director and a decision will be issued. When filling out the form, please clearly state the issues and identify supporting information for each issue and position. Please attach all pertinent documents. Send the "Request for Dispute Resolution" form to:

State of California
Department of Industrial Relations
Division of Workers' Compensation
Attention: SJDB
P.O. Box 420603
San Francisco, CA 94142

What kind of disputes can be resolved by a Request for Dispute Resolution?

You can file for dispute resolution if you dispute your entitlement to a voucher, if you dispute the amount of the voucher, if the claims administrator has failed to pay for training, or if you object to the job offer provided by your employer.

What happens if I paid tuition prior to enrolling and the school files for bankruptcy and/or closes?

The best option for students faced with a school closure is to retain credits earned, continue their course of studies and obtain their certificate or degree. For most students, this involves a transfer to another school. If continuing studies is not possible, students may consider other options, including requesting a refund of tuition, discharge of their student loans, or other compensation. However, selecting discharges or refunds will likely result in the loss of credits already earned according to the Bureau for Private Postsecondary Education. There may also be legal remedies. For more information, including a loan discharge application, go to <http://studentaid.ed.gov/>.