3-02/060.10 - Assistance to Family

When requested by the family, the Injury and Health Support Unit shall coordinate assistance in all funeral arrangements with the deceased employee's unit. If needed, the unit of assignment shall assist the Disability Management and Compliance Unit. The Disability Management and Compliance Unit shall coordinate the sending of an announcement and/or notification to the Sheriff's Information Bureau and any concerned organization that does not receive announcements of the completed funeral arrangements.

Also, at the family's request, the Disability Management and Compliance Unit shall assist in processing County pay and insurance benefits. They shall coordinate survivor benefits with all County departments and other organizations.

Whenever necessary and possible, the deceased employee's unit shall coordinate transportation for relatives arriving at airports or other places within the County when other suitable transportation is not available.