

INSURANCE MATTERS

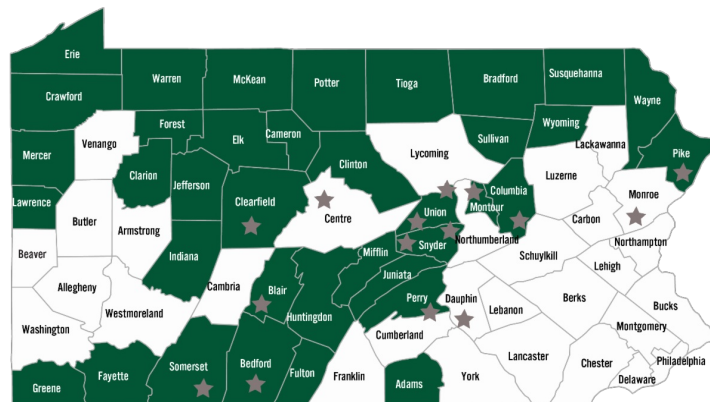
COUNTY COMMISSIONERS ASSOCIATION OF PENNSYLVANIA
THE **VOICE** OF PENNSYLVANIA COUNTIES



Attention PComp Members!

You are cordially invited to attend PComp's Annual Membership Meeting, being held on Monday, March 4 at 6 p.m. at the Harrisburg Hilton. The Annual Membership Meeting is conveniently scheduled during CCAP's Spring Conference. Please register, save the date and join us for dinner, fellowship and our annual awards program. To register for the dinner meeting, [click here](#).

We look forward to seeing you there!



★ Locations of County Related Entity Members

To verify if your county or county related entity is a PComp member, [click here](#).

2024 Insurance Programs Boards and Committees

Please join us in welcoming the 2024 Insurance Boards of Directors, Trustees,

Subscriber Advisory Committees and related Committee/Subcommittee Members! Our special thanks to the representatives who dedicate their time, service and commitment to the following Insurance Programs at CCAP:

- **COMCARE PRO** – Behavioral Health Stop Loss Reinsurance Coverage
- **Health Alliance** – Health, Dental, Vision and Prescription Coverage
- **PComp** – Workers' Compensation Coverage
- **PCoRP** – Property and Liability Coverage
- **PELICAN** – Liability Insurance for Nursing Homes
- **PIMCC** – Prison Inmate Medical Cost Containment
- **UC Trust** – Unemployment Compensation Coverage

Thank you for your willingness to serve. We look forward to a successful year working with you on behalf of our members! For a complete listing of all CCAP Insurance Programs Board compositions, please visit [our website](#).

**Please note, Officers denoted in the listings may change in 2024, as they are appointed by the Boards at their first meetings of the year.*

Controlling Slips, Trips and Falls

Slips, trips and falls are the leading sources of injuries to employees and the public. It is important you assess your exposures to determine if potential hazardous exposures exist and determine control measures to prevent and/or mitigate those situations.



Here are some recommended control measures:

- Replace slippery surfaces with slip resistant material or use non-slip strips.
- Educate staff about wearing slip-resistant footwear.
- Increase surface friction through regular cleaning and maintenance.
- Utilize entrance runners for water and snow.
- Repair holes, fill cracks and eliminate raised edges.
- Increase illumination/visibility where appropriate and utilize floor markings in walkways and work areas.
- Institute spill control protocols, including the use of warning signs and immediate clean-up protocols.
- Train staff to recognize and report hazards.

Accidents happen, but it is well worth everyone's safety to minimize the risk as much as possible. Remember to check your facilities on a regular basis to ensure these measures are met.

For more information or to speak with one of CCAP's Risk Control Specialists, please contact [Keith Wentz](#)

Is Your Provider Panel Up to Date?

As you go through your New Year's check list make sure you include reviewing

your workers' compensation provider panel. Pennsylvania's Workers' Compensation Act gives employers the right to establish a list of designated health care providers in the event an employee becomes injured at work. It is important for this information to be current and up to date; otherwise, you can risk forfeiting the right to use a designated panel.

Items to review and consider:

- Has the claim contact information changed?
- Have providers retired?
- Have providers changed their facility name or location?
- Has a new urgent care opened in your area?
- Do any of the providers need removed or replaced?
- Did you send a copy of your updated panel to PComp?

Utilizing a designated provider panel, in addition to early claim submission and return to work programs, is one way the employer can manage the claim expense of a workers' compensation claim.

For assistance, please contact [PComp's Risk Control Wellness Nurse](#)



How to Keep Your New Year Resolutions

- Don't make too many resolutions. Choose one or two.
- Make resolutions that are **S.M.A.R.T.**:
 - Specific, Measurable, Achievable, Relevant and Time-bound.
- Clearly define your goals and make a plan as to how you will accomplish them.
- Prepare ahead of time.
- Track and measure your progress with a spreadsheet, calendar or other tracking device. It helps you stay committed!
- Seek help from a professional or specialist. Or seek help from friends to help you stay on track and resist temptations.
- Focus on the process; not the results. Behavior modification takes time.
- Lastly, stay positive even if you have a setback. Don't turn a relapse into an excuse to give up.

Insurance Team Member Spotlight Featuring Andrew Smith

Andrew Smith is a Risk Control Specialist and PELICAN Marketing Specialist.

Andrew promotes safety and loss control

by providing risk control services. He serves all CCAP Insurance Program Members and Subscribers, although he spends most of his time supporting counties, county related entities and nursing home communities located in the Central and Eastern areas of Pennsylvania. Andrew also serves as a lead marketer on PELICAN, a Reciprocal Risk Retention Group that provides Professional Liability and General Liability Insurance coverage to Pennsylvania county-owned nursing homes and non-profits.



Prior to joining CCAP, Andrew worked for Swatara Township in Dauphin County, where he worked for the Health and Recreation Departments. He graduated in 2010 from East Stroudsburg University with a Bachelor's Degree in Community Health Education.

What's your favorite part of working here?

The relationships I've made with fellow coworkers and county employees! In my time at CCAP, I've had the pleasure of meeting and working with many wonderful people all across Pennsylvania. On county visits, conferences, trainings, retreats, dinners, golf courses, baseball games and so much more, I've been fortunate to represent CCAP and be a resource to those around me. The work we do for county government is crucial and I'm grateful to play a small part.

What does your daily routine look like?

Safety positions usually don't have much of a daily routine. One day I'll report to my corner cubicle at CCAP and handle member inquiries from my desk, and the next day I'll be on the turnpike in the early hours of the morning to visit our members. I could be attending a PELICAN Subscriber Safety Committee meeting, managing a hazard inspection or conducting an all-day training. Each day is different, and I enjoy every bit of it. Hitting the road and visiting our members has and will always be my favorite part of this job.

What's the most exciting thing you are working on right now?

CCAP Insurance Programs accomplished so much in 2023 and I look forward to 2024! A goal of mine for 2024 is to revamp LocalGovU online training courses, including new course content for the membership.

On a personal note, right now I'm working on getting my one-year-old son, Silas, to sleep through the night! Easier said than done.

What skill do you think everyone should learn?

Customer service!!! It is a huge part of what we do and who we are at CCAP. Kindness and respect play a giant role in customer service. These are skills and values that can be used in all facets of life that create and grow relationships, both personal and professional.

Quote of the Month

"The future depends on what you do today."

-Gandhi

CCAP INSURANCE PROGRAMS

ASK US FIRST...WE COVER IT ALL!

Other CCAP
Publications

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