

## **Risk Office:**

Chester County Government is committed to providing its employees with a safe working environment. The Risk Office, created in 2001, is responsible for implementing safety policies to reduce the number of accidents and injuries sustained by employees. The Risk Office also provides assistance in dealing with the State health insurance and workers' compensation. All accidents, property damage and injuries are reviewed by this office for evaluation of preventability and reconciliation.

### **RESPONSIBILITIES AND SERVICES:**

- Benefits counseling for all employees and retirees
  - Conduct accident investigations
  - Suggest policy and procedures to help prevent accidents
  - Provide training for employees on safety issues
  - Authorize doctor's visits for workers' compensation and administer payment of services rendered
  - Ensure proper documentation and insurance coverage on all County property, including buildings, equipment, and vehicles
  - Protect property and assess damage for reimbursement from liable parties
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## **Human Resources:**

The Human Resource Department is committed to recruiting, developing, rewarding and retaining the county workforce. The goal of the department is to provide the best customer service to each County employee and citizen.

### **RESPONSIBILITIES AND SERVICES:**

- Provide information to the public concerning employment opportunities with Chester County
  - Provide assistance to employees concerning any occupational circumstance
  - Advise employees of his/her rights and obligations
  - Support and advise department heads concerning personnel decisions
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## **HEALTH & SAFETY PHILOSOPHY**

- The employees of Chester County are the most valuable resources of the county. The County cares about the health and safety, both on and off the job.
- The county strives to provide an employee with a healthy and safe working environment as through example, training and safeguards we provide.
- It is in their best interest that health and safety rules and regulations are developed and implemented in a responsible manner. It is the responsibility of all employees of Chester County to take a positive and pro-active approach to all health and safety related matters.
- As an employer, Chester County will solicit suggestions to make safety a priority.