

**Risk Management and Workers’ Compensation Office**

**Transition-to-Work (TTW) Program**

**Light Duty Availability Form**

Please complete this form and send it to the Risk Management and Workers’ Compensation Office by way of email to workers.compensation@pgcps.org or fax to 301-952-6027.

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| Name of Requestor (Last, First)  |  Department: |
| Phone: | Email Address:  |
| Number of Light Duties Positions Available in your Department/Office: |  |
| Duty #1:  |  Brief Description of Duties: | Date(s) Available: |
| Duty #2: |  Brief Description of Duties: | Date(s) Available: |
| Duty #3: |  Brief Description of Duties: | Date(s) Available: |
| Duty #4: |  Brief Description of Duties: | Date(s) Available: |

Signature Date