

# Understanding the Employees' Compensation Ordinance & Handling Work Injury Cases Effectively

## Introduction

The Employees' Compensation Ordinance ("ECO" Cap 282, Law of Hong Kong) stipulates that employees injured or contracted occupational diseases at work are entitled to a range of compensations, including work injury leave, medical expenses, prostheses and surgical appliances, and lump sum compensation in the case of permanent loss of work capacity or death. The Ordinance requires employers to report these cases as early as possible, provide treatment, arrange medical examination for the employee, and to make payments to the employee during the work injury leave period. However, many problems might crop up in these processes. This workshop provides practical advice to employers on ways to handle these cases effectively.



## Who should attend?

All employers, Human Resources Managers and staff with responsibilities for functions within the workplace that relate to Work Injury.

## Course Outline

- Application of ECO & risks of engaging self-employed persons
- Work injury & occupational disease: definitions & grey areas
- Employer's liabilities & circumstances under which the employer is not liable
- Settlement of employees' compensation claims
- Arranging medical examination & treatment for the employee
- Basis for calculation of compensation – definition of "monthly earnings" & formulas
- Prevention of abuse of the employee compensation system
- Managing the post-injury period and assigning light duties

<b>Date and Time:</b>	14 August 2020 (Friday) 3:00pm-6:00pm
<b>Venue:</b>	Online training (with Zoom)
<b>Language:</b>	Cantonese with English Terminology
<b>Course Fee:</b>	HKD980
<b>Certificate:</b>	Participants who successfully complete this course and have 80% attendance will be issued an Electronic Certificate of Attendance

## Enrolment :

Please make cheque payable to **"CED School of Business Limited"** and send it together with this form to:

**CED School of Business**

**Room 1003, 10/F., Office Tower Two, Grand Plaza,  
625-639 Nathan Road, Mongkok, Kowloon**



**Trainer:****Ms CHEUNG Po Wan Elise**

Ms. Cheung Po Wan Elise graduated from Faculty of Law of City University of Hong Kong. She obtained a Degree in Bachelor of Laws in 2013 and Postgraduate Certificate in Laws in 2014. Ms. Cheung was admitted as a Solicitor of High Court of Hong Kong in 2016 in Hong Kong.

Ms. Cheung specialises on civil matters with extensive experience in employee's compensation and personal injuries claims. She has handled over 100 employee's compensation and personal injuries related court cases.

<b>Enrolment Form</b>			
<b>Compliance of Employees' Compensation Ordinance</b>			
<b>14 August 2020 (Friday) 3:00pm – 6:00pm</b>			
<i>Applicants should fill in all details in block letters and fax to (852) 2770 3230 or e-mail to training@ced.edu.hk</i>			
Company Name			
Contact Person Name:			
Address			
Telephone:			
Position:			
Email:			
Delegate Name (Mr/Ms)			
Delegate Name (Mr/Ms)			
Position			
Position			
Telephone	Fax	Telephone	Fax
Mobile:	Mobile:		
Email	Email		
<ul style="list-style-type: none"> <li>✓ Seats are limited and available on a first-come-first-served basis.</li> <li>✓ Confirmation of class schedule will be sent one week before class starts. If you do not receive any confirmation three days prior to the course, please call (852) 2153 9887</li> <li>✓ Payment should be made together with the enrolment form before the course commencement or before the early bird deadline.</li> <li>✓ Applicants are expected to attend the training at the place and time specified in the leaflet. In case of cancellation, please notify us in writing 14 working days prior to the event. Substitutions can be made at any time without penalty.</li> <li>✓ Should a delegate fail to attend or withdraw after cancellation deadline, the full course fee remains payable and no refund.</li> <li>✓ All the course fee should be settled 3 working days before the class date. Late payment will be subject to HKD200 administrative charges.</li> <li>✓ Official receipt will only be issued upon written request.</li> <li>✓ Training Services Provider reserves the right to make alternations regarding arrangements.</li> <li>✓ Which channel do you get the information of this training courses? 1. <input type="checkbox"/> Fax 2. <input type="checkbox"/> Email 3. <input type="checkbox"/> Website 4. <input type="checkbox"/> Seminar 5. <input type="checkbox"/> Facebook 6. <input type="checkbox"/> LinkedIn 7. <input type="checkbox"/> Advertisement 8. <input type="checkbox"/> Business Manager 9. <input type="checkbox"/> Others : (Please specify)_____</li> </ul>			
All the above information will be strictly used by CED School of Business for processing the application of the course only. For the details of the Personal Data (Privacy) Ordinance, please visit: <a href="https://www.pcpd.org.hk/english/files/pdpo.pdf">https://www.pcpd.org.hk/english/files/pdpo.pdf</a>			
I agree and accept the above terms and conditions      Signature : _____ Date : _____			