



## OFFICE OF THE WORKMEN'S COMPENSATION COMMISSION AMERICAN SAMOA GOVERNMENT

### APPROVAL OF CERTAIN TRAVEL EXPENSES FOR REIMBURSEMENT UNDER WORKMEN'S COMPENSATION

With authority vested upon the American Samoa Workmen's Compensation Commission (WCC) under Title 32: Chapter 6; Section 32.0619 of the A.S.C.A. to determine other types of expenses allowable for reimbursement under workmen's compensation, I HEREBY AFFIRM AND CERTIFY the majority decision and approval by the WCC on September 23, 2020 to allow a specific percentage of the following travel expenses for reimbursement under workmen's compensation, including authorization on the type of expenses considered allowable and unallowable for reimbursement. The WCC have also authorized the inclusion to allow only one escort or care-giver for reimbursement consideration.

Authorization are prohibited and denied for any pre-approval of a plea request made by a claimant to grant immediate services on any of these allowable transactions – regardless of reason. To qualify such allowable expense as a valid reimbursement claim, the claimant must prove that such expense was paid directly out of pocket.

The commencement of these reimbursements as part of a claimant's claim will be effective on all claims filed on or after November 9, 2020, including current claims pending settlement or on-going deliberations after such date.

Any reimbursement claim for payment shall require evidential records of proof such as actual invoices and receipts of payments made. Failure to provide such proof automatically denies a claim for reimbursement – no exceptions. For claims file before the WCC, no expenses shall be approved for reimbursement if such expense is not heard, raised, or submitted during a claimant's informal hearing(s).

**\*\*\* See following page for each allowable & unallowable expense \*\*\*\***

## **I. Medical Purchases while Abroad**

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- (i). All medical supplies, equipment, apparatus, and items purchased out-of-pocket for the treatment of injury by the claimant while travelling abroad for medical treatments will be fully reimbursed.
- (ii). Any medical supply, items, or equipment purchased and paid through a governmental assistance program (state or federal), insurance program, or any non-profit or third-party organization will not be reimbursed.

## **II. Airfare**

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### **A. Reservation of Airfare:**

- (iii). The total cost of airfare paid by the claimant on his or her airfare alone will be fully reimbursed to the claimant (to & from).
- (iv). For the escort, only 35% of the total cost paid for the escort's airfare alone will be reimbursed. If the claimant fails to separate and quantify the actual cost of the escort's airfare from the total aggregate cost submitted, only 50% of such total cost will be reimbursed to the claimant.
- (v). Travel destinations other than the location of the injury's treatment are denied.

## **III. Lodging**

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### **A. Hotel Accommodations:**

- (i). The claimant is allowed reimbursement for the purchasing and reservation of only two rooms. Any costs paid for additional rooms other than the amount allowed are denied for reimbursement.
- (ii). For purchases paid by the claimant for the reservation of one room, only 35% of such total expense will be reimburse to the claimant (either the claimant or an escort or both are the main occupants).
- (iii). For purchases paid by the claimant for the reservation of only two rooms, only 20% of such total expense will be reimburse to the claimant (each room occupied by the claimant and an escort).

### **B. Apartment / Housing Rent (abroad):**

If the claimant rented an apartment or housing while abroad for medical treatments, only 45% of the total expenses paid on such rent only shall be reimbursed to the claimant. The claimant must provide a copy of a valid lease agreement with the landlord and all actual invoices and receipts of payment made as proof – no exceptions.

#### **IV. Transportation**

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##### **A. Vehicles Rented:**

- (i). Only a maximum of two rented vehicles per vendor will be allowed for reimbursement. Any rented vehicles purchased by or under another person other than the escort or the claimant will not be reimbursed. Maximum days allowed for reimbursement consideration must not exceed 90 days on all combined rental days.
- (ii). Of the total amount on all rented vehicles paid by the claimant or escort being submitted for reimbursement, only 35% of such total expense will be reimbursed to the claimant. If an invoice indicated more than two rented vehicles purchased and paid, only 15% of such invoice cost will be subjected for reimbursement.

##### **B. Bus / Taxi:**

- (i). Any taxi or bus fare paid by the claimant (by him or herself) will be fully reimbursed to the claimant. The claimant must provide actual receipts of payments and invoices on all payment transactions as proof – no exceptions.
- (ii). If the total cost paid being submitted for reimbursement includes expenses incurred and paid for the escort's fare, only 50% of the total expense will be reimburse to the claimant. The claimant must provide actual receipts of payments and invoices on all payment transactions as proof – no exceptions.

#### **V. Unallowable Travel Expenses (for both claimant and escort)**

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- (i). All meals and groceries purchased and paid
- (ii). All telecommunication expenses purchased and paid
- (iii). In-kind contributions offered to the claimant
- (iv). Any monetary donations or contribution offered and paid by the claimant
- (v). Medical expenses and related accommodations paid under any governmental assistance or state-run program, insurance program, or any non-profit or third-party organizations.



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SAGATEA L. FILOIALII  
WCC Commissioner

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OCTOBER 14, 2020  
DATE