

**CLASS TITLE:**

**INVESTIGATOR  
WORKERS' COMPENSATION  
FRAUD PREVENTION UNIT**

**Class Code: 02535500**

**Pay Grade: 30A**

**EO: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** Conducts investigations into allegations of fraudulent workers' compensation transactions; receives, screens, evaluates, and investigates complaints of alleged fraud and abuse; ascertain facts, obtains evidence, and prepares reports of findings; prepares cases for court presentation; appears in court to provide testimony; prepares/presents training and fraud prevention material to the public, businesses, insurance companies, and other interested groups; develops contacts/ liaison with other agencies and serves as lead investigator when so assigned; and to do related work as required.

**SUPERVISION RECEIVED:** The Investigator works under the administrative direction of the Chief Investigator of the Workers' Compensation Fraud Prevention Unit. Work is reviewed through regular and ongoing consultation and review of reports for conformance to law, policies, rules, regulations, and organizational goals and objectives.

**SUPERVISION EXERCISED:** Generally none.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

- To conduct investigations into alleged violations of the Workers' Compensation Act.
- To conduct regulatory compliance reviews related to workers' compensation law provisions.
- To receive, screen, evaluate and investigate complaints of fraud and abuse.
- To ascertain facts, obtain evidence interview witnesses, and prepare reports of findings.
- To prepare cases for court presentation and to give testimony.
- To develop a working knowledge of the Workers' Compensation Act.
- To prepare/ present training and fraud prevention material to interested groups.
- To develop contacts/liaison with other agencies.
- To serve as lead investigator when so assigned.
- To do related work as required.

**REQUIRED QUALIFICATION FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge and application of the workers' compensation law. The ability to conduct and investigation from beginning to end, which includes gathering evidence, interviewing witnesses, and putting together a case into a logical, understandable presentation; to prepare clear and concise reports; to establish and maintain effective working relationships, internally and externally; to prepare and present workers' compensation fraud prevention material to interested group; and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

**Education:** Such as may have been gained through: graduation from a college of recognized standing, with specialization in criminal justice, law enforcement, business administration, or closely related field; and

**Experience:** Such as may have been gained through: extensive employment in investigating work which involved interviewing persons, gathering evidence, and writing reports;

**Or,** any combination of education and experience that shall be substantially equivalent to the above education and experience.

**SPECIAL REQUIREMENT:** Must possess and continually thereafter hold a valid R.I. motor vehicle operator's license. Must at the time of application, and continually thereafter, be free from any and all felony convictions.

Class Created: November 19, 2000

Editorial Review: 3/15/2003