

***VALLEYCARE***  
**OLIVE VIEW-UCLA MEDICAL CENTER**  
**POLICY & PROCEDURE**

**NUMBER: 118**  
**VERSION: 2**

**SUBJECT/TITLE:** CLAIMS FOR DAMAGES TO PERSON OR PROPERTY

**POLICY:** Claims may be filed by an individual in instances where ValleyCare is alleged to have some responsibility for damage to person or property. Claims may be filed by ValleyCare employees in instances where damage cannot be shown to be clearly job-related

**PURPOSE:** To outline the ValleyCare policy regarding claims for damages to persons or property.

**DEPARTMENTS:** All

**DEFINITIONS:**

**PROCEDURE:** Completed claim forms should be submitted directly to the Executive Officer, Board of Supervisors, Los Angeles County.

1. Claims for death, injury to person or to personal property must be filed not later than six (6) months after the occurrence. (Government Code Section 911.2).
2. All other claims for damages must be filed not later than one (1) year after the occurrence. (Government Code Section 911.2).
3. Subject to certain exceptions, the claimant has only six (6) months from the date of written notice of rejection of his/her claim to file a court action. (Government Code Section 945.6).
4. If written notice of rejection of the claim is not given, the employee has two (2) years from accrual of the cause of action to file a court action (Government Code Section 945.6).

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References: California Government Code Section 911.2, Section 945.6	
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