

Understanding the mandatory

EARLY INTERVENTION PROGRAM

for sick or injured employees

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The early intervention program is a collaborative effort between CSSEA, the CSSBA, and the sector's disability management providers to assist employees who are ill or injured to recover and return to work.

The goal of the program is to be supportive of employees and help pinpoint the most effective treatments available to reduce the time it takes to recover so they can return to a productive life at work and at home.

Employers play an important part in the program by notifying their disability management provider immediately after an employee has been away from work for 5 consecutive days.

PROCESS - EASY AS 1 - 2 - 3

STEP 1 - Employer Refers Sick or Injured Employee



Employer notifies their disability management provider that an employee has been sick or injured and unable to work for more than 5 consecutive days unless it's a WorkSafeBC matter.

Who does this apply to?

The Early Intervention Program applies to all regular bargaining unit employees unable to work for 5 consecutive days due to injury or illness.

STEP 2 - Disability Management Provider Contacts Employee



Disability management provider contacts the employee to collect information on their injury or sickness and determines if they can provide support to assist the employee during their recovery and help them return to work and regular activity.

STEP 3 - Employee Receives Assistance and Returns to Work or Proceeds to LTD



Depending on the circumstances of the injury or sickness, the employee will receive assistance to support their recovery and eventual return to work or proceed towards applying for long term disability benefits.

DISABILITY MANAGEMENT PROVIDERS

Great-West Life Assurance
P 604.646.1200 or 1.888.292.4111
Vancouver.DMSO@gwl.ca

Acclaim Ability Management Inc.
P 604.304.1858 or 1.866.677.6055
F 604.304.1865 or 1.866.486.8663
bcreferrals@acclaimability.com
www.acclaimability.com

Disability Management Institute
P 604.552.3647 or 1.866.963.9995
F 604.862.3648 or 1.866.963.9994
www.disabilityinstitute.com

How does the disability management provider help my employee return to work?

The disability management provider is responsible for coordinating your employee's return to work plan by:

- Staying in contact with the employee who has been referred to the program, explaining the program to them and assessing their need for the early intervention program.
- Providing the employee with an Occupational Fitness Assessment form for the employee and their doctor to complete and return to the disability management provider.
- Developing a customized return to work plan to accommodate their limitations and capabilities, if possible.
- Referring them to rehabilitation services providers, as required.
- Working with you, your employee and the union to facilitate the employee's return to work.
- Following up with you to ensure the employee's return to work is successful.

What information can employers expect from the disability management provider regarding the validity of the medical information they receive?

The disability management provider will report to employers the following:

- If the medical documentation substantiates that the employee has a medically-recognized illness.
- If the information is provided by an appropriate medical professional.
- If the information is sufficient.
- If it contains limitations and return to work information.
- All personal medical information will be treated confidentially and only the prognosis will be provided to the employer.

If an employee fails to participate in the program, will that be sufficient evidence for the employer to deny sick benefits?

Failure to participate by not complying with the requests for medical information

or adhering to the time lines could result in discipline and/or negatively effect an employee's benefit entitlements including eligibility for long term disability and paid sick leave. It is the employer's responsibility to follow up with an employee who fails to participate in the early intervention program. Employers should contact their HRLR consultant to determine the appropriate course of action.

Are employees responsible to pay for the completion of the fitness assessment form?

No, the cost is covered by the disability management provider.

Are employees over the age of 65 eligible to participate in the mandatory early intervention program?

No, employees over the age of 65 are not eligible to participate in the early intervention program or LTD.

Are employees who do not have LTD coverage required to participate in the early intervention program?

It depends on the employee's status and age. Please refer to the eligibility table.

Are casual employees working full- or part-time in a temporary posting required to participate in the early intervention program?

Casual employees are not required to participate in the program unless they are filling-in for a temporary job under Article 24.11 and meet the 3 month health and welfare benefits eligibility requirement.

Eligibility for Mandatory Early Intervention Program

Regular full-time	Yes	
Regular part-time	Yes	
Casual full-time	No	Casuals picking up full-time hours are not eligible for the program - unless a casual secures a temporary full time job under Article 24.11 and meet the 3 month health and welfare benefits eligibility requirement.. When the temporary assignment ends they are no longer eligible to participate in the program.
Casual part-time	No	Casuals picking up full-time hours are not eligible for the program - unless a casual secures a temporary full-time job under Article 24.11 and meet the 3 month health and welfare benefits eligibility requirement.. When the temporary assignment ends they are no longer eligible to participate in the program.
Employees filling temporary vacancies	Yes	If they are filling a temporary job under Article 24.11 and meet the 3 month health and welfare benefits eligibility requirement.
Employees over 65	No	The reference to the Community Social Services Early Intervention Program in the collective agreements is under the LTD portion and LTD coverage ends at age 65.

Are employees without benefit coverage included in the early intervention program?

It depends on the employee's status and age. Please refer to the eligibility table.

Can an employer instruct an employee who does not have benefit coverage to participate in the early intervention program?

Only eligible employees according to the eligibility table are required to participate in the early intervention program.

For more information contact your HRLR Consultant.