



SHORT TERM DISABILITY MANAGEMENT PROGRAM

Sturgeon Public School Division is participating in a Short Term Disability Management (STDM) pilot program in partnership with ASEBP. We are excited about this program because it will ensure you receive timely access to the supports you need to heal and get back to feeling like yourself, should you need to access sick leave.

Benefits of The STDM Program

- Your sick leave benefits remain unchanged. While on a medically supported sick leave, we will continue to pay sick leave benefits as we do today
- Timely access to medical assessments and treatments, if needed
- Increased guidance and intervention throughout your sick leave
- Connection with an ASEBP STDM specialist throughout your medical leave
- Research shows that timely and active intervention improves health outcomes

Participation

If you go on sick leave greater than 14 calendar days, participation in the STDM pilot program is mandatory. We want to ensure you receive timely support during your sick leave so that you have access to the resources you need.

What To Expect In The STDM Program

If you need to be off work due to illness or injury (not including work-related injury), our process has not changed:

- Notify your Principal/Supervisor that you are ill
- Submit a medical note indicating length of your absence to Rita Raposo, Manager People Services
- Enter your absence in ESS

If your absence will be 14 or more calendar days or working reduced/modified hours:

- You will need to complete a **Release of Information Form** and send the form directly to ASEBP
- People Services will notify ASEBP of your sick leave
- An ASEBP STDM specialist will be assigned to your case and will contact you directly
- Your ASEBP STDM specialist will review your application and will determine whether your absence is medically supported
- ASEBP will communicate the decision with you and People Services
- ASEBP will continue to assess your ongoing eligibility throughout the 90-day sick leave period for your medically supported absence
- Through collaboration with your health care providers, your ASEBP STDM specialist will oversee and facilitate revisions to your treatment and recovery plan where required and coordinate a successful return to work
- Depending on the nature of your leave, you may need to attend assessments or treatments to fulfil the medical recommendations of your physician or specialists
- If you have a longer-term medical condition, the STDM team will assist with transition to Extended Disability Benefits (EDB)





Your Role In The STDM Program

- Participate fully in your recovery and treatment plan
- Provide timely information and updates
- Maintain regular, respectful contact with your STDM team to advise of your medical appointments and updates regarding your medical status
- Attend all medical appointments and treatments including those arranged by ASEBP
- Remain in contact with your employer
- Participate fully in your return to work plan

Questions

Contact Rita Raposo, Manager People Services, rita.raposo@sturgeon.ab.ca if you have any questions.

