

Joint Early Intervention Services (JEIS) Program

Jointly supported by CUPE and School District No. 8

Mission Statement:

- Complement the long term disability benefit plan by providing a proactive and timely service to members that facilitates their return to work in a caring, safe and timely manner.

Goals & Objectives:

- To provide early identification of employee needs and active/caring treatment of employee health issues
- To facilitate the return to work of employees
- To promote open discussion and support for the JEIS by the Local Unions and School Districts at all levels
- To ensure the long-term viability of the LTD program
- To ease the transition to LTD, if required

Facts:

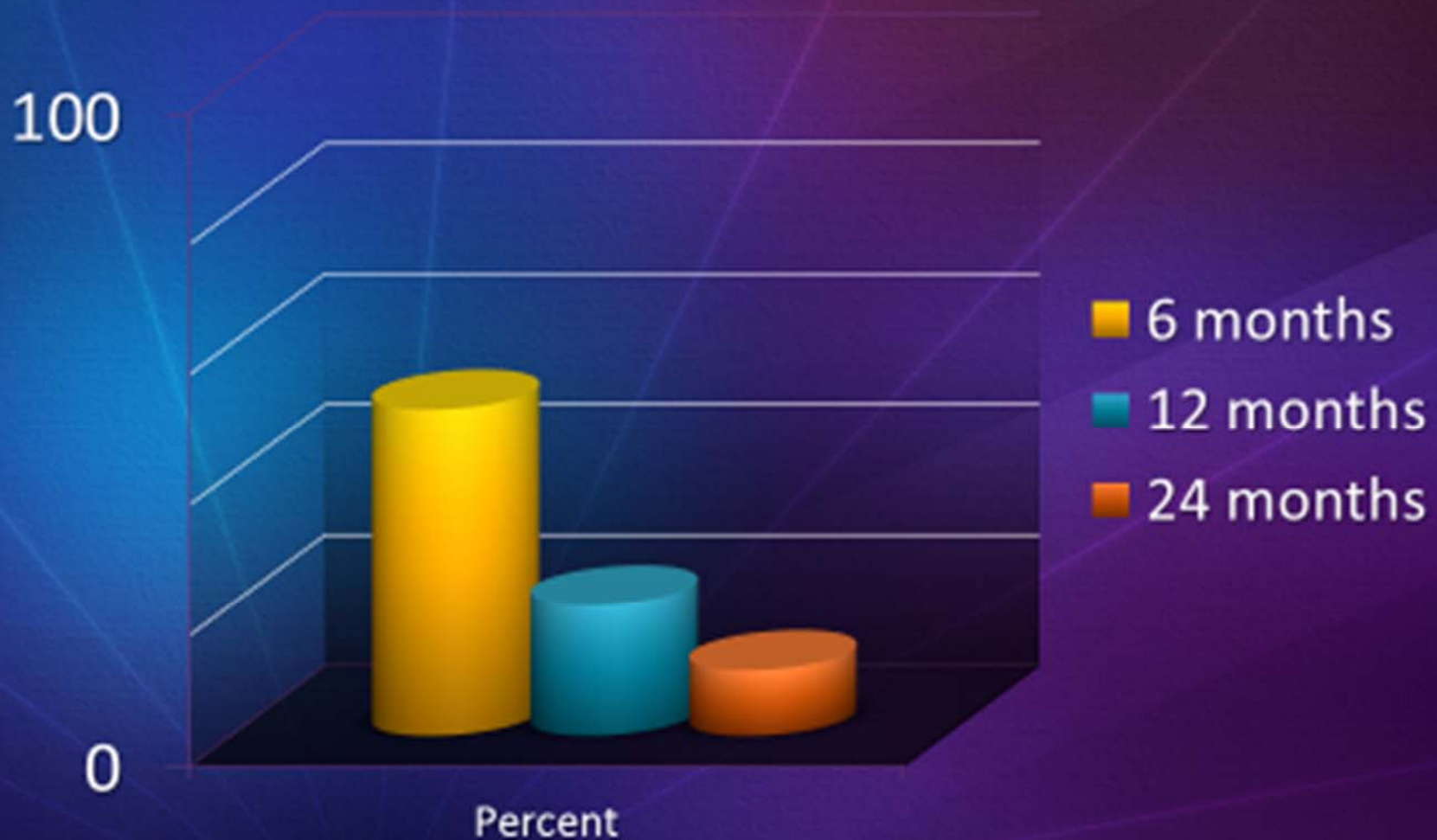
- Completely confidential service offered by the PEBT through Desjardins Insurance to support CUPE employees who are off work due to illness or injury
- Joint committee comprised of Healthcare Management Specialist (HCMS), CUPE representative and Manager of HR
- Referred to the JEIS program by the School District
- HR Manager works together with HCMS to support employee during leave and return to work
- CUPE JEIS Rep contacts members to explain program
- Assist employees for 120 day qualifying period prior to LTD
- Must be a regular employee working 15 hours or more per week and under 65 years of age
- LTD waiting period is 120 days of continuous employment

What is the Joint Early Intervention Services (JEIS) Program?

- Is a program administered through the Public Education Benefits Trust (PEBT) and it's jointly supported by the District and CUPE.
- The PEBT provides employee benefits to unionized support staff in BC public schools through a health and welfare trust.
- JEIS works with employees who are ill or injured at the very beginning (by the 6th day) of their absence from work.

- When employees first become ill or injured, a Health Care Management Specialist (HCMS) from Desjardins Financial Security contacts them within 24 hours of the referral.
- If necessary, the HCMS follows them through their treatment and recovery and helps them return to work during the 120-day qualifying period for Core Long Term Disability (LTD) benefits.
- During this period, the HCMS makes sure employees receive the very best possible care and, if appropriate, a coordinated rehabilitation plan.

Likelihood of unassisted EE returning from absence due to injury or illness:



The JEIS program's primary goals include:

- Providing early identification of employee needs and active, caring treatment of their health issues.
- Facilitating the gradual return to work (GRTW) of plan members.
- Promoting open discussion and support for the JEIS program by the local unions and school districts at all levels.
- Ensuring the long term viability of the "Core" LTD program.

What are the criteria for JEIS/LTD benefits?

- Regular employee working 15 hours or more per week
- LTD waiting period is 120 days of continuous active employment

What is the LTD benefits termination age?

- Earlier date of either 65 years of age or 35 years of service and a minimum age of 55.

HOW DO I PROVIDE FEEDBACK ABOUT MY EXPERIENCE WITH THE JEIS?

Each member who is reported absent and contacted by Desjardins will have the opportunity to complete an independent confidential evaluation form to provide feedback to the PEBT. Feedback received will be provided to the Provincial JEIS Committee at their regular meetings. Completion of the form is optional; however, the PEBT encourages you to provide feedback to ensure the JEIS is responding to your needs.

If you are absent from work due to illness or injury and Desjardins has not contacted you, please contact your School District office to ensure they have reported your absence to Desjardins.

ADDITIONAL INFORMATION IS AVAILABLE ON THE WEBSITE AT WWW.PEBT.CA

The information contained within this brochure does not confer any rights. In the event of a discrepancy between this information and the Public Education Benefits Trust LTD plan text, the terms of the LTD Plan text will be applicable.

If you have any questions regarding your JEIS and/or long term disability program, please contact your School District office or Local Union representative



PUBLIC EDUCATION BENEFITS TRUST

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The Public Education Benefits Trust

Joint Early Intervention Service and Long Term Disability Program



PUBLIC EDUCATION BENEFITS TRUST

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THE PUBLIC EDUCATION BENEFITS TRUST FUND

The Public Education Benefits Trust Fund (PEBT) is operated by a Board of Trustees that include both School District and Union representatives to provide health and welfare benefits to support staff workers of participating Union Locals. One of the objectives of the PEBT is to provide an integrated joint early intervention service (JEIS) and long term disability (LTD) program.

The JEIS is a completely confidential program that is fully supported by your School District and Union Local and is intended to complement the LTD benefit plan by providing a pro-active service that facilitates a return to work in a caring, safe, and timely manner.

The LTD plan provides a monthly benefit if you become disabled as a result of an injury or illness and remain disabled longer than the elimination period. The Core LTD plan is provided by the PEBT through funding from the provincial government. Any additional coverage is funded through arrangements made between each School District and Local Union.

WHO ADMINISTERS THE JEIS AND LTD PROGRAMS?

Desjardins Financial Security (Desjardins) administers your JEIS and is also responsible for the claims administration for your long term disability (LTD) plan.

THE JEIS PROCESS

The JEIS process is initiated when the Absence Advisor at your School District notifies Desjardins and your union local after you have been absent from work for 6 consecutive scheduled working days. The union representative will then call to alert you that you will be hearing from a Health Care Management Specialist (HCMS).

A HCMS from Desjardins will contact you within 24 hours of notification to offer their assistance. If it is determined that you would benefit from the JEIS, Desjardins will send you an Early Notification Package which includes a letter explaining the JEIS, an authorization form for you to sign and a form for your doctor to complete.

When the HCMS receives your completed forms, they will be better able to assess your situation. Their objective is to ensure that you are receiving the best care possible and, if appropriate, they will coordinate a rehabilitation plan with you that will assist you to return to work in a safe manner.

The JEIS provides services such as:

- Rehabilitation services
- Ergonomic assessments
- Retraining for a modified job
- Assistance for members with mental and nervous conditions
- Graduated return to work planning

The HCMS will remain in contact with you until your successful return to work, or, should your illness or injury be long-term, the

HCMS will assist you with the process of applying for LTD benefits through the PEBT.

HOW DO I APPLY FOR LTD BENEFITS THROUGH THE PEBT PLAN?

If you are still unable to return to work after the qualifying period, the HCMS will assist you with the process of applying for LTD benefits by:

- advising your Employer of your potential LTD claim,
- obtaining additional medical information in order to prepare your LTD claim for review with the LTD claims specialist at Desjardins

As the JEIS and the LTD plan are both administered by Desjardins, there will be a smooth transition from the JEIS to the LTD application process.

IMPORTANT ITEMS TO NOTE:

- Desjardins is an independent service provider that is bound by strict confidentiality requirements
- Information provided to Desjardins will not be shared with the Union or the Employer, unless authorized by the support staff LTD claimant
- As a part of the PEBT LTD, program all support staff members are required to participate in the JEIS program and cooperate with Desjardins & their associates. This applies as well for members who are in receipt of WCB or STD/sick leave benefits.