



VSDP Employer Support Training

Short-Term and Long-Term Disability Management

Agenda

1. COVID-19 Guidelines
2. Virginia Pregnancy Leave
3. RTW With Restrictions – WFH
4. Disability Coverage for Contract Employees
5. HR Contact Updates And Changes
 - Transition To LTD
4. ReedGroup Compliance Website

COVID-19 Guidelines

VSDP

High Level Overview

- Only opening COVID-19 related claims when employee is symptomatic
- Employees who call in attempting to open a leave for self-quarantine, will be referred to their HR
- If necessary, we will allow an extension for medical paperwork to be received
- Verbal approval from a provider can be accepted until medical can be provided
- Although, our preference is to receive paperwork via fax, we now temporally allowing for medical to be sent in via email

Virginia Accommodation Pregnancy Leave

Notification Change

Recently enacted, Virginia Senate Bill 712 amends the Virginia Human Rights Act to require covered employers to make reasonable accommodation to the known limitations of an employee related to pregnancy, childbirth, or related medical conditions, unless the accommodation would impose an undue hardship on the employer. This act becomes effective on July 1, 2020.

While it makes it unlawful to discriminate due to pregnancy, childbirth, etc, it does not provide any sort of paid leave. **Therefore, please note we are working to update all letters to remove this language. As we understand that this may cause confusion for you and your employees as this language can be misleading as it uses the term “leave”.**

If an employee would like more information on this act, it can be found here:
<https://www.reedgroup.com/2020/05/04/virginia-employers-prepare-to-provide-pregnancy-related-accommodations/>

Contract Employees

Disability Coverage

- If an employee is on a nine-, 10- or 11-month contract, they are eligible to receive VSDP benefits during contract periods only. **If the contract is not renewed, their eligibility for VSDP will end when their current contract ends.**
- If an employee is on disability before the end of their current contract, their disability benefits **WILL STOP** when their current contract ends.
- If an employee is still disabled at the beginning of their next contract and remain medically eligible as determined by Reed Group, an employee will resume their benefits.
- If an employee files a claim during their noncontract period, the time an employee are disabled will count toward the seven-calendar day elimination period but **WILL NOT** count toward the 125-workday period for short-term disability and their days of income replacement.

RTW With Restrictions – Work From Home

- If work from home restrictions are received for an employee, and the employee would be working from home due to COVID-19, the agency should consider this as a FT/FD return to work.

HR Contacts

Short-Term and Long -Term Disability

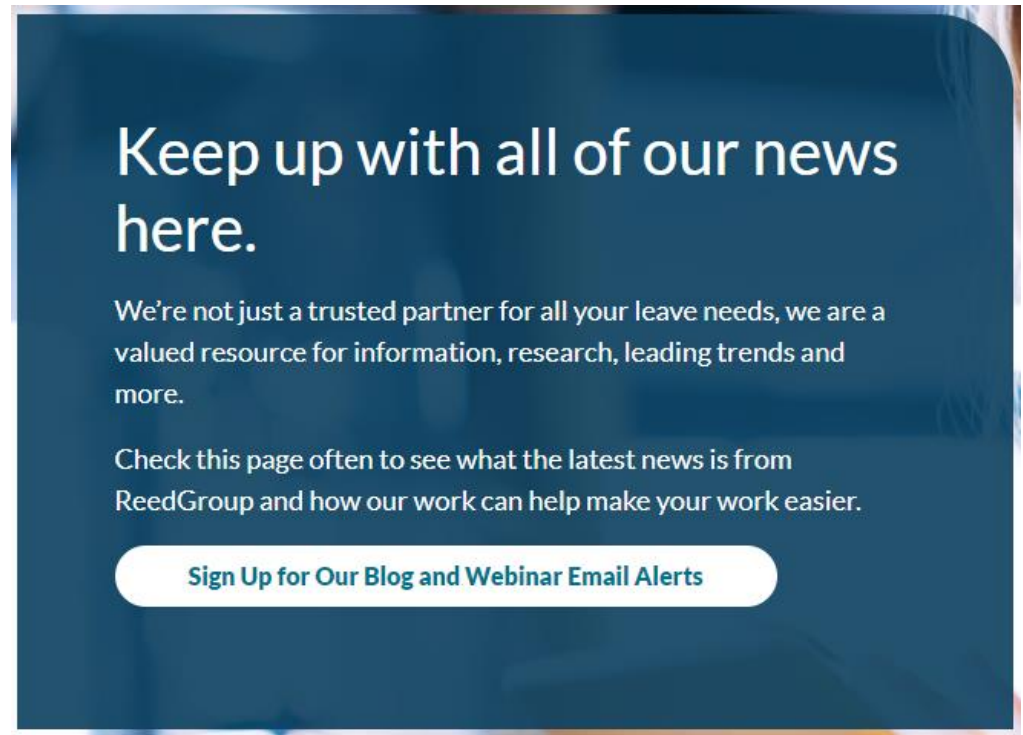


LeavePro Access Form

- Please make sure all updates and changes are sent to:
VDPSupport@reedgroup.com
- Once Account Concierge's receive the completed form it takes 2-3 weeks for the requested changes to be seen in LeavePro
- Please consider this as part of your onboarding process so that access is available upon employee's start date
- If employee transitions from Short Term Disability to Long Term Disability the HR contacts switch to VRS HR Contacts
 - All communication and notifications once on Long Term Disability will come from VRS

ReedGroup Compliance Website

- Register for compliance webinars and blog post at www.reedgroup.com/blog



QUICK REMINDERS

When sending medical documentation or paperwork....

Please fax

- Fax Number: (720) 456-4784
- Alt Fax Number: (518) 880-0631 (NEW)



When requesting updates, information, or corrections....

Please send to vdpsupport@reedgroup.com and include:

- VNAV number
- LeaveID



Questions?

Thank you for joining!