



What to Expect When on Sick Leave and Through Your Return to Work



What Happens When I Go on Sick Leave?

ASEBP and your employer want to support you through your recovery and help you return to work when you are medically fit to do so. This information outlines what to expect when you first go on leave and if you need to apply for Extended Disability Benefits (EDB).

Once you advise your employer that you are going off work for medical reasons, they will notify ASEBP. As your benefits provider, ASEBP will reach out to you to offer a range of supportive services during your recovery, such as medical assessments, referrals, and additional therapeutic treatments, if required.

Our goal is to support your healing, then assist with planning for your transition back to work in a way that takes your health needs into consideration. ASEBP works closely with your employer and health provider(s) to coordinate your return to the workplace.

While on sick leave or EDB, remaining in the care of your health provider(s) and keeping them informed of changes to your health will ensure your treatment reflects what you need. ASEBP will ask you to obtain medical information from your health provider(s) to confirm your functional ability and/or fitness for work.

During the first few days of your sick leave, your employer may contact you to offer information and support.

It is important to stay in touch with and provide your employer with information requested during your leave, based on your division's policies, procedures, and/or your collective agreement.

If you have questions about your pay, pension, or your division's HR policies, please contact your employer.

You May Need More Time Before You Return to Work

If your medical condition requires longer-term treatment than you expected or you experience health complications, your ASEBP contact will guide you through the Extended Disability Benefits (EDB) application process. ASEBP reviews each request for income replacement benefits based on your individual circumstances and medical information.

While you are on leave, ASEBP provides updates to your employer about your medical fitness for work, functional restrictions/limitations, and anticipated return-to-work date. These updates do not share specific details of your condition, diagnosis, symptoms, treatment, or health care provider(s).

ASEBP will pay for or reimburse you for expenses related to requesting medical information from your health provider(s), if required to support your sick leave and gradual return to work or EDB application. Speak with your ASEBP contact for details.

If you are approved to receive EDB, your ASEBP contact will advise if you need to fill out additional forms or obtain further medical information. You can expect to hear from your contact every four weeks if your application is approved.

