



# STEWARDS UPDATE

## Questions and answers about the Early Intervention Program (EIP)

*Health Facilities and Community Health collective agreements only*

The following provides a basic backgrounder on the EIP to assist you in answering members' questions.

### What's the purpose of the EIP?

The Early Intervention Program (EIP), which was developed following the Memorandum of Agreement reached during the last round of bargaining, is a joint program involving employers, unions and employees, and will be administered by the Health Benefit Trust (HBT) which also administers the LTD plan.

One of the fundamental objectives of the EIP is to provide customized medical services to ill or injured employees to facilitate their safe and timely recovery and return to work, either to full or modified duties.

### Who is it for?

The program is available to regular employees who have been off work for medical reasons for at least six consecutive shifts or 10 calendar days, whichever comes first.

At this time, it is not available to casual workers.

### What's the process?

When a member has been off work for the required number of shifts/days, the employer is to refer the employee to the program. At this point, the employer is not to contact the employee directly.

It is also possible for the employee to self-refer to the program.

Upon referral, an Early Intervention Coordinator will contact the employee, provide general information about the program, and send an authorization form for the employee to sign as well as a medical form for the employee's doctor to complete and send to the program.

Once the medical information is received, the Early Intervention Medical Case Manager can review the documentation and consult with the employee's doctor as to the best course of treatment and assistance.

### **What about the JULY 1 Stat?**

Under the federal *Holidays Act*, Canada Day is observed on July 1, unless that date falls on a Sunday, in which case Canada Day is observed on July 2.

This year, Canada Day falls on a Sunday, so it will be observed on Monday, July 2.

The stat premium, therefore, is paid for hours worked on July 2 only. Find out more at [www.heu.org](http://www.heu.org).

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### **Is medical information confidential?**

Because confidentiality of medical information is a cornerstone of the EIP, the employer does not receive any confidential medical information. Instead, the employer only receives notification of when the employee is cleared to return to work and any accompanying limitations/restrictions that will assist in developing a detailed return-to-work plan.

### **Can non-participation result in disciplinary action?**

EIP is a voluntary program. No disciplinary action can be taken by the employer where a member chooses not to participate. If such action is taken, the employer's regular attendance management process would apply.

### **What are the benefits of participation?**

Program benefits include referral to medical services and treatment which have been approved in consultation with the employee's doctor, and which are paid for by the Healthcare Benefit Trust.

Such assistance may reduce the time required to be off work, and may provide more specific information regarding limitations, restrictions and functional capabilities which can be used to develop a more specific return-to-work plan.

In addition, the employee's doctor is consulted throughout the program and must agree to a clearance to return to work.

Where a return to work is not viable, participation in the program could result in an early referral to LTD.

### **Your HEU contact for EIP information**

At each stage, the union will be involved, including monitoring and reviewing cases that may require special treatment during the EIP process.

In addition, an HEU representative will be available to members to respond to any questions and concerns regarding the EIP. Lois MacDonald can be reached at 604-456-7105 or 1-800-663-5813, or [lmacdonald@heu.org](mailto:lmacdonald@heu.org).

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