



HBT POLICY:
Referral Criteria
Rehabilitation Services A-2.1
Policy Number OC-11-1-v1

Policy Statement:

This policy provides a framework to identify Employees who are eligible for Medical and/or Vocational Rehabilitation through Rehabilitation Services.

Principles

- Employability is central to all provision of service
- Rehabilitation is provided to resolve barriers to Gainful Employment

Guidelines

1. Rehabilitation Services provides a continuum of Rehabilitation and accepts Employee referrals from a variety of sources
2. Rehabilitation Services provides Rehabilitation that is focused on:
 - Removing barriers to facilitate a return to Gainful Employment
 - Improving the likelihood and speed of the Employee achieving Employability
 - Improving the durability of a return to work
3. Rehabilitation Services does not provide Rehabilitation when:
 - There is limited potential for the Employee to achieve the ability to return to or obtain Gainful Employment
 - Rehabilitation will not enhance Employability
 - Rehabilitation will not reduce the costs of a Long Term Disability (LTD) claim

Practice

- 1) Rehabilitation Services accepts referrals for Employees of the Health Authorities, Affiliate Employers and CSSEA Organizations who are eligible for enrolment in the LTD Plan from:
 - a) Great-West Life
 - b) The Employee
 - c) The employer
 - d) The Union
 - e) Family physician
- 2) For Employees still at work or off work during the LTD qualification period (pre-LTD),

Rehabilitation Services accepts referrals if the Employee's medical impairment may lead to an LTD claim to:

- a) Support the Employee to stay at work
 - b) Support the Employee to return to work
- 3) Rehabilitation Services does not provide Rehabilitation when:
- a) The Employee is not eligible for enrolment in the LTD Plan (casual, temporary, probationary)
 - b) Rehabilitation is unlikely to have an impact on the Employee's ability to stay at work or return to Gainful Employment
 - c) Additional Rehabilitation is not feasible and additional medical information is not required
 - d) The Employee does not appear to have a medical issue that will lead to an LTD claim
 - e) There is inadequate time before the LTD qualification date to provide Rehabilitation that will prevent a claim or shorten the duration of the claim
 - f) The Employee does not provide authorization to Rehabilitation Services
- 4) For Employees receiving LTD benefits, Rehabilitation Services accepts referrals to implement Rehabilitation that will resolve barriers to Gainful Employment and lead to LTD claim closure

Definitions

- **Employability** – The ability to perform Gainful Employment
- **Employee** – Employees of HBT's member employers who are covered by the HBT LTD Plan (plus the HSA LTD Trusts)
- **Gainful Employment** – Occupation for which the Employee has the education, training and/or experience at a rate of pay defined by the Employee's LTD plan (see Collective Agreements: Long Term Disability Insurance Plans in *Relevant Documents/Links*)
- **Rehabilitation**
 1. **Medical Rehabilitation** – Treatment designed to facilitate recovery from injury, illness, or disease and to restore sufficient physical, sensory, and mental functions to enable Gainful Employment. Treatment also includes assisting the Employee to compensate for deficits that cannot be reversed medically.
 2. **Vocational Rehabilitation** – Services offered to enable Employees with mental or physical disabilities to attain skills, resources, attitudes, and expectations needed to achieve Gainful Employment. Services offered may include skills enhancement or retraining.

Relevant Documents / Links

- A: Collective Agreements: Long Term Disability Insurance Plans
<http://www.heabc.bc.ca/Page20.aspx>
http://www.cssea.bc.ca/public_documents.php

Rehabilitation Services Policy: OC-11-1-v1 A-2.1 Referral Criteria	Page: 2	Date: May 6, 2011
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