



HBT POLICY:
Collaboration with Unions
Rehabilitation Services A-2.4
Policy Number OC-11-4-v1

Policy Statement:

This policy provides parameters for information sharing and involvement with Unions.

Principles

- The Union may provide valuable information and/or expertise to help the Employee achieve Gainful Employment

Guidelines

1. Rehabilitation Services involves the Union when:
 - The Employee requests Union involvement
 - The Union's expertise about the workplace may be a benefit
 - Union's knowledge of the workplace, in collaboration with the employer, may assist with accommodation and employment fit for the Employee in positions with the current employer
2. Communication with the Union occurs only with the authorization of the Employee

Practice

- 1) Rehabilitation Services releases information to designated Union representatives as per the authorization provided by the Employee (Policy B-3.1 Privacy)

Definitions

- **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*)

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