



HBT POLICY: Guidelines for Rehabilitation of Employees with Mental Health Issues Rehabilitation Services A-4.4

Policy Number OC-11-25-v1

Policy Statement:

This policy provides guidance in the Rehabilitation of Employees with functional barriers to Gainful Employment that are the result of mental health issues.

Principles

- Rehabilitation Services works collaboratively with Stakeholders whenever appropriate on the Rehabilitation of Employees with mental health issues that contribute to functional barriers to Gainful Employment

Guidelines

1. Rehabilitation Services requires a complete DSM-IV multi-axial diagnosis (including GAF score) using an appropriate screening tool before implementing Rehabilitation beyond assessment
2. When mental health issues contribute to functional barriers to Gainful Employment, Rehabilitation Services follows these guidelines:
 - Employees are referred to a psychiatrist/psychologist for assessment and Rehabilitation recommendations
 - Functional barriers to Gainful Employment are reviewed collaboratively with the employer, Union and Great-West Life (GWL) as authorized by the Employee (Policy B-3.1 Privacy)
 - Rehabilitation Services or the service provider gives Rehabilitation progress reports to the treating physician on a regular basis
 - Employees are monitored for progress on an on-going basis
 - Employees are reassessed by the psychiatrist/psychologist to provide Rehabilitation and monitoring recommendations when limited or minimal progress in the plan is demonstrated

Practice

- 1) When mental health issues are identified as barriers to Gainful Employment by GWL or during the Intake Assessment (Policy A-3.1 Intake Assessment), a Independent Medical Consultation may be required for Rehabilitation recommendations (Policy 4.1 Independent Medical Consultations)
- 2) Rehabilitation Services develops a Rehabilitation Plan (Policy A-3.2 Rehabilitation Plan) and monitors Employee progress in the plan (Policy A-6.1 Monitoring the Rehabilitation Plan)

Definitions

- **Diagnostic and Statistical Manual of Mental Disorders-IV (DSM-IV)** – Manual published by the American Psychiatric Association that provides a common language and standard criteria for the classification of mental disorders
- **Global Assessment of Functioning (GAF)** – A numeric score (0 through 100) used by mental health clinicians and physicians to subjectively rate the social, occupational, and psychological functioning of adults, e.g., how well or adaptively one is meeting various problems-in-living. The scale is presented and described in the DSM-IV.
- **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*)
- **Intake Assessment** – Includes an evaluation of medical information, an Employee interview, a discussion with the employer to identify current or potential barriers to Employability and, if barriers exist, an evaluation of the possibility of these barriers being addressed by Rehabilitation
- **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.
- **Rehabilitation Plan** – Documentation of Medical and Vocational Rehabilitation required to resolve barriers to Gainful Employment including outcome measures and a timeline
- **Stakeholders** – Includes anyone who has an interest in managing LTD including the Employee, employer, GWL, HBT and Union

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

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