

Short-Term Disability (STD)

Summary

In cases where an employee's own illness or injury requires an absence of more than five consecutive days and a physician certifies the period of disability, they may be eligible for short-term disability (STD) assistance. Employees must notify Human Resource Services if they will be out more than five consecutive days (sick pay, vacation or floating holiday will be applied during these five days, if applicable). Any applicable absence approved as STD or part of the five days prior to STD will be applied against a Family Medical Leave Act (FMLA) entitlement.

Short-term disability assistance is paid as follows. Employees who are receiving short-term disability assistance will continue to have all required and voluntary deductions withheld.

Nonexempt

Length of service from date of full-time hire

- Less than one year—two weeks full pay
- One to three years—two weeks full pay and two weeks half pay
- Four to five years—four weeks full pay and four weeks half pay
- Six to 10 years—eight weeks full pay and eight weeks half pay
- Eleven or more years—12 weeks full pay and 12 weeks half pay

Exempt Staff

One month of short-term disability is provided for every full year of full-time service, up to a maximum of six months.

While on an approved short-term disability leave of absence, the college will continue to provide group health plan benefits. Employees are still responsible for paying their premium co-payments and any required deductions. The college may request medical evidence from a physician regarding the extent and nature of the employee's illness.

Faculty

Details on medical leave can be found in Chapter 7 of the Academic Handbook.