



MEETING NOTES
May 10, 2012

The meeting was called to order.

Statewide Policy Committee Initiative – Darlene Robinett

Darlene discussed an initiative from the recent HR Summit to help make statewide policies more consistent. The work group from the HR Summit has met and would like to work towards creating a Statewide Policy Committee. Darlene asked for volunteers to join this initiative. If you are interested in participating, please e-mail darlene.robinett@dor.mo.gov.

Currently, consistent statewide policies is also a topic at the executive level with the committee formed by Acting Commissioner Doug Nelson. Tom Fast will discuss Doug's initiative with Division of Personnel attendees, so we can ensure there are not duplicate efforts.

Workplace Possibilities Program (Stay at Work) – Lisa Angeles & Debbi Cross

Lisa Angeles discussed some of the benefits and processes of Stay at Work, which is part of the Workplace Possibilities Program with Standard Insurance. To access information regarding the Workplace Possibilities Program you can go to www.workplacepossibilities.com or visit MOSERS web site at <https://www.mosers.org/Members/Benefits/Long-Term-Disability.aspx>. It is very important that agencies ensure employees are eligible for the program, before offering Stay at Work. Employees are ineligible if they are within six months of their normal retirement date. If looking to provide ADA accommodations or you have accommodation questions, a good resource is <http://askjan.org>.

Program information and the electronic application for Stay at Work can be found on the MOSERS web site at <https://www.mosers.org/Members/Benefits/Long-Term-Disability.aspx>. Applications can be sent to Lisa Angeles via fax at (855) 207-6115, e-mail at langeles@stubbe.com, or postal mail at 5640-B Telegraph Rd., St. Louis, MO 63129-4243. If e-mailing the application, encrypt the e-mail by adding [encrypt] to the subject line. Lisa explained that once all paperwork has been submitted, it should take two to three months for the employee to get his or her equipment, but this depends on the acuity of the referral. Once the equipment arrives someone from the program will meet with the employee to explain how to use the equipment properly. If the employee

leaves employment, the agency should collect the equipment. A call can be placed to Lisa for possible placement of the equipment with another employee.

Additional coordinators with the program that may be in contact with the agencies are Amy Wear in the Kansas City area and Emily Becker in the St. Louis area.

LTD Q & A with Standard Insurance – Tania Kramer

Tania Kramer met with the group to explain the Long Term Disability (LTD) process. She indicated that Standard Vocational Managers will also help with return to work of short term disability conditions. Short term disability assistance is similar to the Stay at Work program.

A big question related to LTD seems to be when individuals on intermittent leave apply for LTD benefits. When an employee is on intermittent leave, include the employee's first day of intermittent leave on the application for benefits as the start date of leave, noting the employee is on intermittent leave. Tania requested that attendance records be provided from the date of leave forward. Employees may be eligible for benefits while on intermittent leave.

If an employee was a participant of the Stay at Work program and is now applying for LTD, make sure that information is included on the application. The LTD caseworkers can get information from the Stay at Work program coordinators to help with the processing of the claim.

When determining the date an employee's sick leave balance will be exhausted, use the sick leave balance on the employee's Cease of Employment date. Do not take future accruals into consideration, even if on intermittent leave.

Tania indicated there may be times that she or another caseworker may request the employee's past performance appraisals. This information is used to help determine an employee's eligibility, along with the medical documentation that is received.

Tania explained that many times delays in granting benefits occur when physician's aren't timely to respond or provide incomplete information on medical documentation to support the claim. Her and the other caseworkers strive to make determinations as timely as possible.

Tania is available for questions at (800) 378-4577 ext. 8153 or Tania.Kramer@standard.com.

OA Accounting – Libbie Farrell

Agencies will be receiving the fiscal year end memo soon.

Next Meeting

The next meeting will be on **June 21, 2012, room 850, Harry S. Truman Building.**

The meeting was adjourned.