

Faculty Common Disability Plan
Banked Sick Leave Authorisation

In accordance with Article 9.3.3 of the 2001 – 2004 Faculty Common Agreement, employees may accrue sick leave banks until March 31, 2002. In the event of a disability and following the initial 30 days of sick leave, an employee will be required to complete and submit to the Carrier the short term disability claim form. If the Carrier approves the claim, an employee with an banked sick leave will have the option to:

- receive short term disability benefits (at a 70% benefit level); or,
- utilise his/her banked sick leave **in replacement of** short term disability benefit payments realising that the banked sick leave will be reduced by one full day for each day taken beyond the 30-day sick leave period.

An employee's institution will not commence payment of banked sick leave until s/he has been approved for short term disability benefits by the Carrier.

The purpose of this form is to outline an employee's election with respect to utilising banked sick leave days beyond the 30-day sick leave period. A copy of this form will be presented to the Carrier so that they are made aware of the payment arrangement.

Following the 30-day sick leave and provided I continue to qualify for disability benefits, as adjudicated and approved by the Carrier (Maritime Life), I

- elect to receive short term disability benefit payments _____
- elect to utilise my banked sick leave: _____
 - until it has been depleted* _____
 - for ___ days _____ (please specify)

Once my banked sick leave period has ended and provided I continue to qualify for disability benefits as adjudicated by the Carrier, short term disability benefits will begin for the remainder of the short term disability benefit period of 21 weeks.

Name (please print)

Signature

Date

*Banked sick leave cannot be used beyond the short term disability benefit period of 21 weeks.