

## ***WORKERS' COMPENSATION LEAVE OPTION ELECTION***

Your claim for workers' compensation has been submitted to Sedgwick CMS for their review and further handling. Once approved, you may be paid Total Temporary Disability (TTD) benefits. TTD benefits cover a portion of an employee's salary. As a University employee you may elect to choose one of three additional options:

**\_\_\_\_ Option 1 NO USE OF SICK OR VACATION LEAVE – LEAVE WITHOUT PAY**

You may elect to receive only temporary disability benefits. If approved by the department, you will be placed on leave without pay. It is your responsibility to make direct payment (employee's and University's contribution) of any payroll deductions normally made (e.g., health/dental/vision/life insurance). Time on leave without pay does not count towards completion of the probationary period and is not considered as qualifying service towards seniority for layoff rights or increased vacation accruals. Vacation and sick leave continue to accrue both credited only upon return to work. If you are separated prior to returning to work, the vacation accrued during this period is not payable.

**\_\_\_\_ Option 2 USE OF ALL SICK LEAVE ONLY –** You may elect to use sick leave to supplement workers' compensation temporary disability (TTD) payments. Using your sick leave, the University will pay the difference between the TTD payments and up to 100% of salary until sick leave is exhausted. When your sick leave is exhausted, the University will supplement TTD benefits by applying Extended Sick Leave (ESL) and pay the difference between the TTD payments and up to 80% of your regular salary. All normal deductions will continue to be taken. You may receive ESL for a period not to exceed 26 weeks, for any one injury or illness. If still unable to return to work at the end of 26 weeks, you may be placed on leave without pay status and eligible for subsequent benefits from Sedgwick CMS and/or Liberty Mutual (Supplemental Disability). You should contact your Benefits Representative handling your claim to apply. Time on supplemental and extended sick leave counts as qualifying service towards layoff seniority and increased vacation accruals. Vacation and sick leave continue to accrue while on extended sick leave; however, they are credited only upon return to work. Vacation accrued during extended sick leave is paid if the employee is separated prior to returning to work.

**\_\_\_\_ Option 3 USE OF ALL SICK AND VACATION LEAVE –** You may elect to use all sick leave and vacation leave to supplement workers' compensation total temporary disability (TTD) benefits to full salary for a longer period of time. The same procedures apply as to the use of sick leave only.

### ***OVERPAYMENT NOTICE***

If an employee receives both TTD from Sedgwick CMS and payment of 100% or 80% of salary from the University for the same period, without payroll adjustments, it is considered an overpayment. All University overpayments are to be recovered from the employee either by adjustment of salary or personal check.

If the recovery of the overpayment is other than an adjustment of salary through the payroll system, checks are to be made payable to the UC Regents, and forwarded to the Payroll Office for proper adjustment.

Please select an option, sign and return this form to the Benefits Representative handling your claim. If you have any questions regarding the three options, please call UC Merced Human Resources/Workers' Compensation for clarification at (209) 228-4163.

**IF YOU DO NOT RESPOND, OPTION #2 WILL BE CHOSEN FOR YOU.**

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Employee Signature

Date