

Liberty Mutual Disability – Frequently Asked Questions

1. Who is Liberty Mutual?

Liberty Mutual is the third party claims administrator selected by the University of California to administer Short-Term Disability (STD), Supplemental Disability, and Long-Term Disability (LTD) monetary benefits.

2. How do I report a disability claim to Liberty Mutual?

You can file a claim in one of the following:

- Online at: mylibertyconnection.com (if registering for the first time, use code: UNIVERSITY);
- Contact Liberty Mutual at (800) 838-4461; or
- Fax the **Liberty Mutual Disability Claim Form** to (877) 664-7264

** The Liberty Mutual Disability Claim Form can be found in both English and Spanish on the blink page: <http://blink.ucsd.edu/HR/benefits/disability/#The-disability-benefits-applica>

3. Should I let my Department HR Contact know about my need for disability?

Yes, as soon as you're aware of your need for disability, speak with your Department HR Contact. Your HR Contact will update your status in the Payroll Personnel System (PPS) to assure continuity of a source of income and can also explain your rights and responsibilities as related to the Family Medical Leave Act (FMLA) or other possible leave options.

4. How do I know if my Disability Claim is approved?

Once your claim is reported to Liberty Mutual, a case manager will contact you to review your claim, obtain additional information if needed, and discuss next steps. Liberty Mutual will require medical documentation from your treating physician for consideration.

5. When will my disability benefits start?

	Waiting Period	Benefit Start date
Short-Term Disability (STD)	<ul style="list-style-type: none"> ▪ 7 days 	<ul style="list-style-type: none"> ▪ In general, benefits will start on the 8th calendar day (unless you have accrued sick time) ▪ If you have between 41 - 175 hours of accrued sick time, benefits will begin when you exhaust your accrued sick time balance ▪ If you have more than 176 hours of accrued sick time (30 calendar days), benefits will start on the 23rd business day
Supplemental Disability	<ul style="list-style-type: none"> ▪ 7 days ▪ 30 days ▪ 90 days 	<ul style="list-style-type: none"> ➔ In general, benefits will start on the 8th calendar day. If you have accrued sick time you must use up to 176 hours ➔ 30 calendar days or 23 business day from the date of disability ➔ 90 calendar days from the date of disability

	▪ 180 days	➔ 180 calendar days from the date of disability
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6. What happens to my payroll deductions while I'm on disability?

The PPS update entered by your department to reflect your *Unpaid Leave of Absence (LOA) Status* triggers Payroll to send you a letter titled: DIRECT PAYMENT OF INSURANCE PREMIUMS WHILE ON APPROVED LEAVE. This letter will provide detailed information regarding your benefits, premiums, and any amounts you may be required to pay. For specific questions regarding insurance premiums, please contact Leslie Gee at (858) 534-2270 or lkgee@ucsd.edu.

7. Will I earn my full wage while on disability? How long will I be eligible for disability?

While on disability you are eligible for a portion of your typical earnings for a finite period of time. Please reference the table for an estimate.

	Benefits Paid	Max Benefit Period
Short-Term Disability (STD)	<ul style="list-style-type: none"> ▪ 55% ▪ \$800/month max benefit 	26 Weeks
Supplemental Disability	<ul style="list-style-type: none"> ▪ 70 % ▪ \$15,000/month max benefit 	52 weeks

8. Will I continue to have health coverage while on disability?

Yes, health coverage will continue with UC paying its portion of the premium for a finite period of time; however, if your leave extends beyond the outlined timeframe(s) you may be responsible for paying the full premium (both your and UC's portion) to have continued coverage.

	Max Benefit Period (UC Portion Paid)	Employee Responsible for Full Premium
Short-Term Disability or Supplemental Disability *Medical Coverage	24 weeks	At week 25
Short-Term Disability or Supplemental Disability *Vision & Dental **FML Eligible	12 weeks	At week 13
Short-Term Disability or Supplemental Disability *Vision & Dental **Not FML Eligible	Only when receiving a check from UC	When no longer receiving a check from UC
Pregnancy Disability Leave *Medical, Dental, Vision	Up to 4 months	Consult with Employee Relations Specialist

***If you exhaust your accrued time balances and have not yet met your waiting period, meaning you are not receiving a check from UC or Liberty Mutual, you are responsible for paying both your portion and UC's portion of your premiums for health, dental, and vision coverage. Once your waiting period is met and Liberty Mutual starts paying a disability benefit, you will have medical coverage for up to 26 weeks during which UC will contribute the employer portion of the premium.*

9. Am I eligible for disability if I can work part-time?

You may be eligible for Partial Disability, in which Liberty Mutual would supplement a portion of your earnings, if you aren't able to work full-time. For additional information reference the blink page: <http://blink.ucsd.edu/HR/benefits/disability/#Returning-to-work>

10. Can my disability/leave be extended?

If your treating physician is recommending an extension of your currently approved disability leave, you must update your Liberty Mutual Case Manager and your HR Contact of your dates for continued leave. You may also be required to provide updated medical information to Liberty Mutual for consideration.

11. Will I accrue Retirement Service Credit while on Disability Leave?

You will only accrue Retirement Service Credit while on Pay Status from UC San Diego. Pay Status (i.e. use of sick, vacation, etc.) is suspended when you begin receiving a disability check from Liberty Mutual.

12. Can I continue working or return to work with medical limitations?

DisAbility Counseling & Consulting (DCC) offers disability counseling services to assist employees with stay at work and return to work efforts. If your treating physician outlines physical limitations or you feel an accommodation would assist you, please contact DCC at (858) 534-6744 or hrdcc@ucsd.edu.

13. If my leave balances are exhausted and I'm unable to cover my waiting period, what options do I have?

If your leave balances (sick, vacation, and CTO if applicable) are exhausted, you may be eligible to receive a donation of hours from the Catastrophic Leave Donation Program (CLDP), during your waiting period, prior to Liberty Mutual eligibility. For additional information reference the blink page: <http://blink.ucsd.edu/HR/benefits/time-off/leaves/catastrophic/index.html>

14. Am I eligible for ongoing disability if my condition is permanent or lasts longer than 12 months?

If your disability is permanent or will last longer than 12 months, you may be eligible for Liberty Mutual Long-Term Disability and/or UCRP Disability. For additional information regarding your long-term benefit options, please contact your Benefits representative at (858) 534-2816.

15. If I have an ongoing disability and I am eligible to retire, what are my options?

For additional information regarding your long-term benefit or retirement options, please contact your Benefits representative at (858) 534-2816. Additional information can be found in the From Disability to Retirement factsheet: <http://ucnet.universityofcalifornia.edu/forms/pdf/from-disability-to-retirement.pdf>