

## IS IT UNION SUPPORTED?

The EIP representative for your Union is available to assist you at anytime throughout the process. Representative contact information is listed on the back of this brochure. When your RTW plan has been approved by your healthcare provider, your union steward will work with you and your employer to implement the plan.

## IS PARTICIPATION REQUIRED?

EIP is included in your Collective Agreement. You are strongly encouraged to work with HBT, your healthcare provider, union and employer to facilitate your RTW.

## PRIVACY PROTECTION



HBT is an independent service provider that is bound by the BC Personal Information Protection Act (PIPA). Information provided to HBT is considered strictly confidential.

## FOR MORE INFORMATION

- ◆ **Union representative**
  - **HSA** ([www.hsabc.org](http://www.hsabc.org))  
Vancouver ..... 604-439-0994  
Toll-Free ..... 1-800-663-2017
  - **BCGEU** ([www.bcgeu.ca](http://www.bcgeu.ca))  
Vancouver ..... 604-291-9611  
Toll-Free ..... 1-800-663-1674
  - **HEU** ([www.heu.org](http://www.heu.org))  
Vancouver ..... 604-438-5000  
Toll-Free ..... 1-800-663-5813
  - **CUPE** ([www.cupe.ca](http://www.cupe.ca))  
Vancouver .... 604-291-1940 (#248)  
email ..... [hinglis@cupe.ca](mailto:hinglis@cupe.ca)
  - **PEA** ([www.pea.org](http://www.pea.org))  
Vancouver ..... 604-581-6662  
Toll-Free ..... 1-800-323-0488
  
- ◆ **Employer**
  
- ◆ **Healthcare Benefit Trust** ([www.hbt.ca](http://www.hbt.ca))
  - **Vancouver** ..... 604-630-1456  
Toll-Free ..... 1-888-630-1456  
Fax ..... 604-630-1475  
email ... [earlyintervention@hbt.ca](mailto:earlyintervention@hbt.ca)
  - **Victoria** ..... 250-479-4089  
Toll-Free ..... 1-877-479-4089  
Fax ..... 250-479-4033  
email ... [earlyintervention@hbt.ca](mailto:earlyintervention@hbt.ca)



**HEALTH SCIENCE  
PROFESSIONALS  
BARGAINING ASSOCIATION**



**Professional  
Employees  
Association**

**HEABC**  
Health Employers  
Association of BC

EIP is provided by:  
HEALTHCARE BENEFIT TRUST  
**HBT**  
BENEFIT FROM EXPERIENCE

## WHAT IS EIP?

The Early Intervention Program (EIP) is a collaborative program that assists regular full-time and part-time healthcare employees who are ill or injured to return to work (RTW) at no cost to the employee.

## WHAT IS THE GOAL?


EIP coordinates the medical services you may require during your recovery and helps to develop your RTW plan when medically appropriate.

## WHO IS INVOLVED?

- ◆ you
- ◆ your treating physicians and/or healthcare providers
- ◆ your employer
- ◆ your union
- ◆ the Healthcare Benefit Trust (HBT)

## HOW DOES IT WORK?

1. Your employer refers regular full-time or part-time employees to HBT after an absence due to illness or injury of 6 consecutive scheduled shifts or 10 consecutive calendar days whichever occurs first. You may also self-refer to the program.

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2. HBT contacts you to explain EIP and coordinate your participation.
  3. HBT sends you an information and enrollment package which includes an Authorization & Occupational Fitness Assessment (OFA) form.
  4. You sign the Authorization form and then you and your physician complete the OFA form and fax to the Case Consultant at HBT.

## WHO IS THE CASE CONSULTANT?

The Case Consultant is a registered health professional who provides appropriate and caring medical case management by:

- ◆ contacting you to review your medical care plan and referring you to medical and/or rehabilitation service providers for treatment as required
- ◆ monitoring your recovery and reviewing the RTW recommendations provided by your medical providers
- ◆ creating a RTW plan for you based on those medical recommendations that may include graduated or modified duties to accommodate your limitations and capabilities
- ◆ adjusting your plan, if needed, to ensure a successful RTW

## IS IT CONFIDENTIAL?

Confidential medical information is not released to your employer. HBT notifies your employer of your participation in the program. Once medical clearance is received from your healthcare provider(s) to return to work, HBT will only advise your employer of any functional limitations/restrictions associated with your RTW plan. All other medical information is held in confidence.

## WHAT IS SELF-REFERRAL?

EIP is available for a limited time of 5 months from the time you leave your workplace due to illness or injury until you become eligible to apply for long-term disability benefits. The program is designed to provide you with the best possible opportunity to recover and return to work safely and successfully. To ensure early access to services, you may self-refer to EIP as soon as you have been absent due to illness or injury for 6 consecutive scheduled shifts or 10 consecutive calendar days, whichever occurs first. Please refer to the contact information on this brochure and call or email HBT directly to make a self-referral.

