

BCTF Employee

Health and Wellness Program

A stay-at-work and return-to-work support program for employees.

The Program will assist BCTF employees who are struggling to stay-at-work, or return to their positions, due to a medical illness or disability, by funding an early intervention wellness program. This program is offered on a voluntary basis.

Who can access the BCTF Employee Health and Wellness Program?

Any BCTF employee who contributes to the Salary Indemnity Plan is entitled to request a referral to the program.

How does the program assist an employee?

The Health and Wellness Program connects you with a professional Health and Wellness consultant to work with you and create a personalized wellness plan.

In consultation with your health care providers, these consultants will co-ordinate services that help to improve your overall wellness and functional abilities.

Health and Wellness consultants can:

- co-ordinate and liaise with your health-care providers.
- suggest community programs and supports.
- create and facilitate a return-to-work plan.
- develop individualized wellness strategies.
- assist in workplace assessments and accommodations.

Return-to-work planning and support

For those individuals whose medical team has indicated that a return-to-work plan is needed, the Health and Wellness consultant can be a valuable resource in helping to design, communicate and implement a return-to-work plan that is both durable and practical.

The Health and Wellness consultant can work with the Human Resources Director to review the plan and assist at the Joint Accommodation Committee meeting, if desired.

What happens after you are referred to the program?

1. **Assess**—A local consultant will complete an initial interview with you and may consult with your medical practitioner(s) if required.
2. **Plan**—Your consultant will develop a Health and Wellness Plan based on your needs and the recommendations of your physicians and health care providers.
3. **Implement**—Your consultant will work with you and your health care team toward achieving the goals in your plan.
4. **Follow up**—Once the goals of the Health and Wellness Plan have been achieved, the consultant provides support and ensures that you have strategies to sustain your wellness.

How can I be referred to the program?

Potential candidates can be referred to the program in four ways:

1. self-referral
2. by your union representative or designate
3. by the Human Resources Director
4. by the BCTF Salary Indemnity Plan Administrator.



The referral process

- An employee may self-refer by submitting an employee referral form on the Staff Portal.
- An employee may also be referred by their union representative or the Human Resources Director.
- Referrals are also generated by the Salary Indemnity Plan Administrator if the employee is receiving LTD benefits and Canada Life advises that recovery could be enhanced by participation in the Health and Wellness Program.

Privacy

The BCTF Employee Health and Wellness Program respects your right to privacy. In order to develop a plan unique to your needs, the Health and Wellness consultant will gather personal and medical information. This information will be used only to assist you and remains confidential between you and your consultant.

Information regarding your diagnosis and treatment will not be shared without your consent.

With your agreement, your functional abilities, restrictions, and limitations can be shared with your union representative and the Human Resources Director to support the development of a return-to-work plan.

For more information, contact:

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