

[enter date]

[enter employee name]

To support our employees experiencing a disability that prevents them from working we would like to inform you about disability benefits available to you through Medavie Blue Cross. These benefits are designed to provide financial support while you focus on your health and recovery.

We understand you have been absent from work since **[enter date]**

To begin your application for Choose a benefit we will be initiating a claim by submitting an Employer Statement to Medavie Blue Cross on your behalf. In addition, we kindly ask that you and your attending physician complete the following forms and send to Medavie Blue Cross directly.

- You should complete the Employee Statement.
- Have your attending physician complete the Physician's Statement.

Please submit all completed forms as soon as possible to ensure timely assessment of your claim. We recommend following up with your physician to ensure timely submission of the Physician's Statement.



Disability claim forms are found on the Medavie Blue Cross website here: [MBC Form Finder](#)



The Disability Resource Center for employees can be found here:
[Disability Resource Center, English](#)
[Disability Resource Center, French](#)

If you have any questions or need assistance with the application process, please don't hesitate to contact Medavie Blue Cross at <tel:18778498509> or absence@medavie.bluecross.ca.

(Optional for when employee pays premiums for disability coverage:)

To maintain your coverage for the below employee-paid benefits, please arrange monthly premium payments with our Human Resources Department.

List employee-paid benefits (extended health, drugs, dental, life, disability, optional life)

Medavie Blue Cross offers additional resources to support your health and recovery through their Connected Care program. These services are available at a discount and may be reimbursable through your extended health benefits. Please refer to your benefits booklet for details on eligible expenses. You can access Connected Care through



[Connected Care](#)

We wish you a speedy recovery and look forward to welcoming you back when you're ready.