

The logo features the words "EMPLOYEE WELLNESS" in white, uppercase, sans-serif font. "EMPLOYEE" is positioned above "WELLNESS". The text is set against a dark blue background that has a light blue, wavy, organic shape on the left side, resembling a stylized human profile or a splash of water.

EMPLOYEE WELLNESS

Short Term Disability: Full Time Faculty

Mount Royal University (MRU) is committed to supporting employees who require workplace accommodation due to an illness or injury. If you are a full-time faculty member and you require a leave from work due to illness or injury for five or more consecutive working days, you can access Short Term Disability.

Short Term Disability

Short Term Disability (STD) is for absences from work due to illness or injury that are five or more consecutive working days in duration.

STD is for a maximum of 75 working days (exclusive of statutory and University holidays). You will receive 100% of your regular salary for the first 35 days of your leave and 90% of your regular salary for the remaining 40 days of your leave.

Accessing Short Term Disability

To access STD faculty members are required to submit a detailed medical certificate and/or completed MRU medical assessment form from a Medical Doctor as recognized by the Alberta College of Physicians and Surgeons. The medical certificate and/or completed form should be submitted directly to Employee Wellness.

The medical certificate should indicate the first day of work missed along with a specific return to work date, if known. If a return to work date is unknown, the approximate duration of the leave should be noted. In addition, the medical certificate should detail functional restrictions/limitations and how they impact work duties. Further medical documentation may be required during an absence to facilitate return to work and accommodation planning.

Frequently Asked Questions

Am I required to provide my medical documentation to my Chair and/or Dean?

No, you are only required to provide your medical documentation to Employee Wellness.

What information is shared with my Chair and/or Dean about my illness?

The information shared with your Chair and/or Dean is limited to the date you are expected to return to work and any restrictions/limitations that require accommodation.

What happens to my salary and benefits while accessing STD?

You will receive 100% of your regular salary for the first 35 days of your leave and 90% of your regular salary for the remaining 40 days of your leave. Your access to benefits remains the same while accessing STD.

If I am able to work part-time can I access STD on a part-time basis?

Yes, if you require modified hours of work on a consistent basis for five or more working days then you may access STD on a part-time basis.

How is part-time access of STD managed?

If you access STD in any capacity on a given day, it counts as one of the 75 working days of STD.

I have a part-time job with another employer. Can I still attend work with my other employer while accessing STD?

If you are able to work in some capacity, you must engage in appropriate work duties with Mount Royal University as your primary employer. If your restrictions/limitations prevent you from working in your position at MRU but not with your other employer, please contact Employee Wellness.

What happens if I require another leave due to medical reasons after I return to work?

If you have returned to work for 30 calendar days, the 75 working days of STD will be reinstated. In the case of a new illness the 75 working days of STD will be reinstated immediately.

What if I require more than 75 working days of leave from work?

As soon as it is known that you require time off work beyond STD, you will be provided with the application forms for Long Term Disability (LTD) benefits through Sun Life Financial.

What if I am able to return to work but have restrictions/limitations that require accommodation?

Employee Wellness will work with you, your physician and your Chair and/or Dean to determine what your restrictions/limitations are and how they can be accommodated in the workplace.

Contact Us

For further information about STD please contact Employee Wellness at employeeewellness@mtroyal.ca.