

Employee Assistance & Wellness Programs
Specialty Behavioral Health Network
Managed Behavioral Healthcare & Absence Management
Organizational Development

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DISABILITY AND ABSENCE MANAGEMENT PROGRAM

Administering Family Medical Leave Act (FMLA) and Workers Comp leave, and complying with the Americans with Disabilities Act (ADA), are among the most difficult tasks for any employer. In fact, navigating the complex, shifting landscape of federal and state leave laws and regulations has become a highly specialized undertaking. Yet employers make these important decisions on a daily basis, often unaware of the potential legal consequences.

Due to the significant legal risks and administrative burden that disability and absence management can impose, many employers are deciding to outsource this crucial business function.

In response to client demand, MINES and Associates has teamed up with an employment law authority, retired Judge Mary McClatchey, President of WorkSmart Partners, to offer a comprehensive, state-of-the-art Disability and Absence Management Program. Our Program is designed to provide the human touch often missing from outsourced HR services, to achieve your human capital management goals, and to mitigate your risk.

Two unique elements of our Program include our focus on taking a team-based approach to accommodation and leave preparedness, and our availability of unlimited legal advice for a monthly fee.

Package Level Description	Basic	Custom
Disability and Leave Management Audit (policies, processes, forms, correspondence)	✓	✓
Train supervisors, managers, HR in FMLA, ADA compliance, and team-based accommodations	✓	✓
Case management	✓	✓
Send required forms and notices to employees	✓	✓
Qualify and document FMLA leaves	✓	✓
Track and report FMLA hours	✓	✓
Process fitness-for-duty paperwork	✓	✓
Handle inquiries by employees, supervisors, managers	✓	✓
Provide unlimited legal advice by a FMLA/ADA authority for monthly fee*		✓
Coaching for supervisor		✓
Coaching for employee		✓
Member Package Price		
Non-Member Package Price		

*based on employer size.

For more information please call
Dr. Kimlinger at 303-748-3010 or 303-952-4985 or Dr. Mines at 303-520-1068 or 303-952-4982