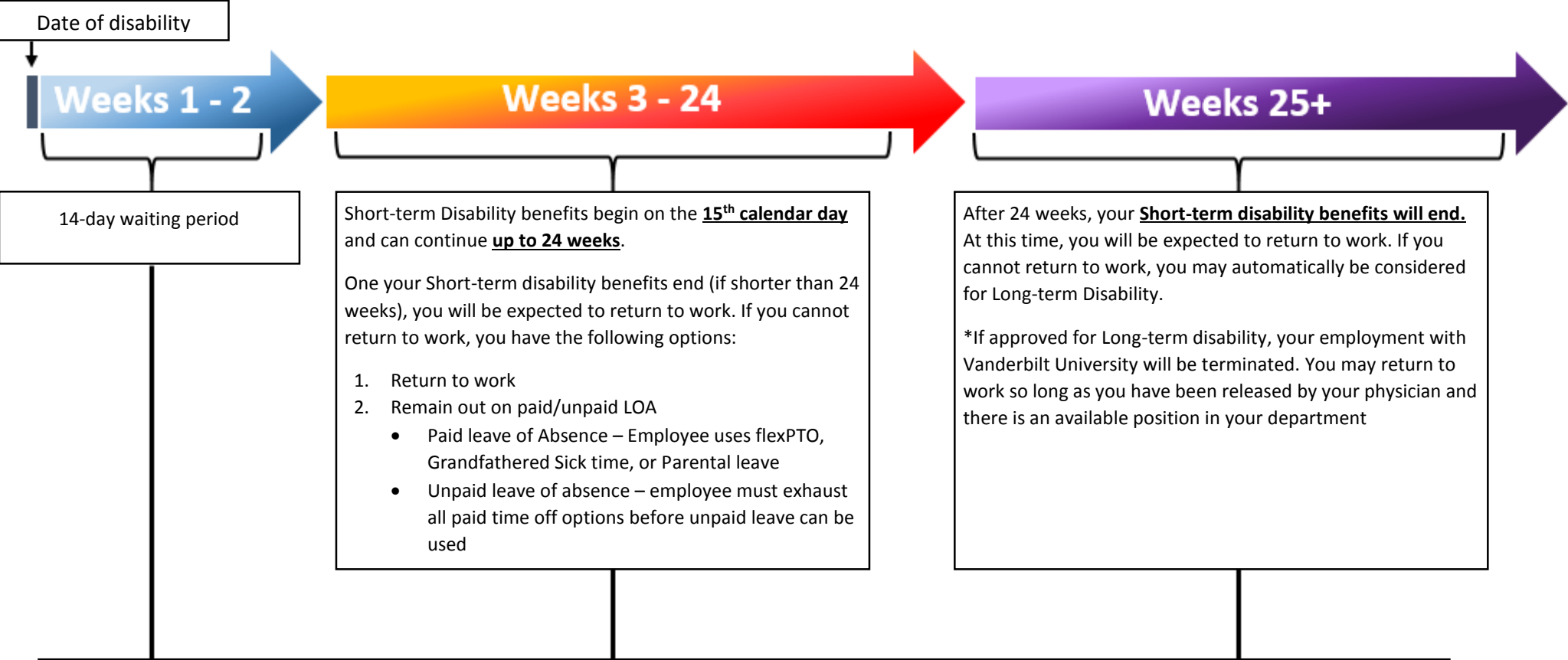


Understanding your Short-Term Disability Leave:



14-day waiting period

Short-term Disability benefits begin on the **15th calendar day** and can continue **up to 24 weeks**.

One your Short-term disability benefits end (if shorter than 24 weeks), you will be expected to return to work. If you cannot return to work, you have the following options:

1. Return to work
2. Remain out on paid/unpaid LOA
 - Paid leave of Absence – Employee uses flexPTO, Grandfathered Sick time, or Parental leave
 - Unpaid leave of absence – employee must exhaust all paid time off options before unpaid leave can be used

After 24 weeks, your **Short-term disability benefits will end**. At this time, you will be expected to return to work. If you cannot return to work, you may automatically be considered for Long-term Disability.

*If approved for Long-term disability, your employment with Vanderbilt University will be terminated. You may return to work so long as you have been released by your physician and there is an available position in your department

How you are paid before, after and while on Short-Term Disability:

Paid through the use of:

- PTO
- Grandfathered sick time, if available
- 2 weeks of Parental leave (If eligible, see [Parental Leave Policy](#))

Paid through Short-term disability insurance by UNUM

- Base coverage; 66.7% of \$24,000.00
- Base + buy-up coverage: 66.7% of entire salary

***If you are eligible for and waived buy-up coverage** (enrolled in only the base option), you are required to exhaust your grandfathered sick time balance before short-term disability payments begin.

Short-term Disability benefits have ended (after 24 week max limit). If you cannot return to work, you be automatically considered for Long-term Disability.

Paid through Long-Term Disability Insurance by UNUM, if approved. Employment with Vanderbilt University will end.