

Medical Separation - UCRP-Disability Income UCSC Local Procedures

(A.23b) Rev. 6/30/2009

Unit Head Procedure

1. Notification

- A. **Receive notice** of the approval of medical separation and the appropriate "Notice of Intent to Medically Separate" letter from the HR Service Team Representative (HRSTR) for signature.
- B. **Return the signed notice letter** to the HRSTR prior to the designated mailing date posted on the notice letter.
- C. **If no response (objection) is received from employee** within specified response time-frame:
 - a. Notify your HRSTR.
 - b. Receive the "Notice of Medical Separation" letter from the HRSTR for signature.
 - c. Return the signed notice to the HRSTR prior to the designated mailing date posted on the notice letter.
- D. **If response (objection) is received from employee** within specified response time-frame:
 - a. Consult with the HRSTR.
 - b. If it is determined that Medical Separation is still appropriate, follow process under (C) (b & c).

Help, Forms & Other Resources

How to Use

The steps for these procedures have been divided into sets of activities for each role involved in the procedure. When you select a role, you will only see the activities and steps the selected role is involved in. To see activities and steps for a different role, choose the desired role.

Forms

- [AB2410 Forms](#)
- [Background Investigation No Longer Interested \(NLI\) Form](#)
- [Proof of Service Form](#)
- [Separation Data Collection Document \(SEPR\)](#)
- [Unemployment Insurance Termination Report](#)
- [Separation: Notice of Intent to Medically Separate Template \(Non-Represented Employee\)](#)
- [Separation: Notice of Intent to Medically Separate Template \(Represented Employee\)](#)
- [Separation: Notice of Intent to Medically Separate Template \(Non-Represented Employee, UCRP Disability\)](#)
- [Separation: Notice of Intent to Medically Separate Template \(Represented Employee, UCRP Disability\)](#)
- [Separation: Notice of Medical Separation Template \(Non-Represented Employee\)](#)
- [Separation: Notice of Medical Separation Template \(Represented Employee\)](#)
- [Separation: Notice of Medical Separation Template \(Non-Represented Employee, UCRP Disability\)](#)
- [Separation: Notice of Medical Separation Template \(Represented Employee, UCRP Disability\)](#)

Resources

- [At Your Service](#)
- [Benefits Office](#)
- [California Employment Development Department \(EDD\)](#)
- [COBRA/Continuation of Group Insurance Coverage](#)
- [Leaving UC Employment](#)
- [Management Guide to Layoff](#)
- [Payroll Separation from Employment Guide](#)
- [Retiring from UC - I am Ready to Retire Now](#)
- [Termination of Employment Benefits Checklist](#)
- [UCSC Job Opportunities](#)