

# Salt Lake County Human Resources Policy 4-1000: Long Term Disability Program

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## **Purpose**

This policy outlines the procedures for employees and Administrators to follow when an employee applies for long-term disability (LTD).

## **I. General Policy**

Salt Lake County offers long-term disability (LTD) through a third-party insurer and eligibility for benefits is determined by the LTD insurer. LTD-related retirement benefits are governed by the Utah's "Public Employees' Long-Term Disability Act" and eligibility is determined by Utah Retirement Systems (URS).

## **II. Procedures**

- A. Human Resources shall notify the agency that an employee has applied for LTD.
- B. Once an employee applies for LTD, the agency may recruit to fill the position.
- C. An employee who applies for LTD shall use leave consistent with County policy. There is not a separate LTD-related leave benefit.
- D. If an employee receives approval of their application, the employee shall be subject to an Administrative Separation of employment but remain eligible for re-hire.
- E. If an employee receives denial of their application, the employee shall return to work within 14 calendar days of the denial or shall be subject to an Administrative Separation of employment but remain eligible for rehire.

## **III. References**

- A. The American's with Disabilities Act, 42 U.S.C. § 12101 *et seq.*
- B. Family and Medical Leave Act, 29 U.S.C. § 2601 *et seq.*
- C. Public Employees Long-Term Disability Act, Utah Code Ann. § 49-21-101 *et seq.*
- D. Human Resources Policy:
  1. 1-200, General Definitions
  2. 3-200, Reasonable Accommodations
  3. 3-1200, Administrative Separations
  4. 4-200, Leave Practices
  5. 4-300, Insurance and Retirement Programs
  6. 4-400, Workers' Compensation
  7. 4-600, Family and Medical Leave Act