NOVEMBER 2026

PEBT CONNECT

PROVIDING PRACTICAL RESOURCES FOR EASIER BENEFITS ADMINISTRATION

KEY TIPS

JEIS Referrals Include WorkSafeBC Absences

JEIS referrals should be submitted by the 6th consecutive scheduled workday for eligible unionized support staff absent due to illness or injury, **including** those with a **WorkSafeBC claim**. A member may expect to return to work or assume their WorkSafeBC benefits will continue, but circumstances can change. A timely JEIS referral allows the Health Care Management Specialist (HCMS) to support recovery and return to work, monitor the absence and, if needed, guide the member through the LTD application process and deadlines.

Return-to-Work Toolkit: Support a Successful Return to Work

The **Return-to-Work (RTW) Toolkit** provides practical resources to districts, supervisors and coworkers to support employees through the return-to-work process, particularly following a complex absence. **Be sure to check out the Supervisor RTW Guide.** It provides practical guidance to help supervisors stay connected with employees and support a safe, respectful and successful return to the workplace, especially for those who may need a gradual return program, modified duties or temporary accommodation.

WHAT'S NEW

New Member Brochure: What is PEBT?

You are an essential partner in ensuring unionized support staff understand the benefits available to them. One way you can help new and existing unionized support staff understand their benefits is with PEBT's new **What is PEBT?** brochure. It provides a simple overview of PEBT, available benefits and supports, and where members can go for more information.

We encourage you to use the brochure in a few different ways:

- Send it as a PDF as part of your onboarding package.
- Print copies and include them in new-hire or benefits packages.
- Share it with employees who have questions about their benefits.
- Keep a copy readily available for HR, payroll and benefits staff to provide to employees.

The brochure directs members to **pebt.ca** for district-specific information, FAQs, forms and *What to Expect* videos. The brochure can be found on the PEBT SharePoint site, or you can email support@pebt.ca to request a copy of the brochure.

UPCOMING ACTIVITIES AND REMINDERS

- Review ongoing absences and submit any outstanding JEIS referrals **before the winter break**.
- The deadline for submitting claims for 2026 medical monitoring reimbursement **is March 31st**. Information about eligible costs and the reimbursement process can be found on **pebt.ca**.
- Friendly reminder, your LTD enhancement reports (if applicable) should be submitted **by the 15th of each month**.
- Invoice payments are **due on the first of the month**.
- Please notify PEBT of changes to your benefits administration contacts so the right people receive updates.

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