



## After Section 12 Examination Guidelines for Procedures

- If after a Section 12 exam you do not receive communications from the ESC, your administrative supervisor, or Gallagher Bassett within a reasonable period of time (2 weeks), call your administrative supervisor to determine your status.
- **Do not assume you are on Sick Leave or Medical Leave of Absence if you have not heard from United about your status. If you do not contact United, you may be charged with Unauthorized Absence or Job Abandonment.**
- If the Section 12 physician has released you to RTW, GB must notify you in writing, and will terminate your benefits. You are entitled to a copy of the Section 12 physicians report, and may request a copy from your GB claims adjuster.
- If notified by GB that you have been released, you should be contacted by the ESC or your administrative supervisor, with instructions for being RTW. If the release to RTW by the Section 12 physician is against your treating physician's advice, you should immediately notify your administrative supervisor and ask what is specifically required from you to remain on sick leave or Occ. LOA status. Have your supervisor make the request in writing.
- Contact your Local Council office, and ask for assistance with beginning the contractually provided for Medical Arbitration process. (Section 20.D of the CBA)
- You may be requested by AFA or your administrative supervisor to go to your doctor and have him/her complete the United Absence Certificate, which will support your need to remain on sick leave or OCC LOA status.
- If released to RTW, and your benefits are terminated, you may want to consider engaging the services of a Worker's Comp Attorney, if you have not already done so.