

Disability Changes – Effective 9/1/2024

Beginning September 1, 2024, a new Disability Leave Benefits tile will be accessible on myOhio.gov>My Workspace>Self Service.

For assistance with any Disability Claim please first contact the Office of Human Resources at [humanresources@sc.ohio.gov](mailto:humanresources@sc.ohio.gov) or by calling 614-387-9470.



Phone: 844-601-9950 | Web: [MyOhio Disability Leave Benefits](#) | Fax: 855-800-5116 | PO Box 14648, Lexington, KY 40512

### Step 1 | Starting Sept. 1, 2024, Go to MyOhio.gov

- Login with your OHID.
- Within myOhio, Navigate to **My Workspace**.
- Under **Self Service**, select the tile, **Disability Leave Benefits**.



Once you successfully log in, go to the **FAQs and Documents** section for the forms needed for your time away from work.

### Step 2 | Complete Forms

**Authorization for Release of Information:** Choose the applicable Authorization form, sign, and return this form. This authorization allows Sedgwick to request medical information on your behalf. Failure to sign and return this form may cause an inability to consider your claim.

#### Required Paperwork

Choose the applicable *Disability Provider Statement* based on your reason for your time away from work and give to your provider to complete. Ask your medical and/or behavioral health provider to include objective medical information (such as office notes, test results, treatment plan) that shows you cannot do your job because of your health condition. You are responsible for any fees your medical and/or behavioral health provider may charge for medical documentation. Within five business days of our receipt of the required documentation, we will inform you of our decision on your claim via your most current contact methods. Delay in submitting the required documentation may cause you to miss pay and impact our ability to approve your claim.

#### How to Contact Sedgwick/Return Your Documents

Upload Documents: [MyOhio Disability Leave Benefits](#) | Email: [StateOfOhioDocs@Sedgwick.com](mailto:StateOfOhioDocs@Sedgwick.com) | Fax: 855-800-5116 | Phone: 844-601-9950

### Step 3 | Changes to Your Leave

**If you need to make any changes, contact Sedgwick.** The toll-free phone number, web address, fax number, and mailing address are listed above. Starting Sept. 1, 2024, Sedgwick is your primary contact for disability leave.