



ComeBack rehabilitation

*Who does what – and when?*

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## ComeBack rehabilitation – who does what and when?

### Introduction

The employer, employee, health care services and Swedish Social Insurance Agency are all involved in different ways in the rehabilitation for return to work of an employee.

To make it clear and simple for those of you covered by Euro Accident's ComeBack Rehabilitation Insurance with Counseling Support, this document summarizes who is responsible for what and when, and how rehabilitation insurance assists with this process.

### **Medical examination first**

The employee must undergo a medical examination before employment rehabilitation commences. The health care services are responsible for medical rehabilitation – in other words, the action required to help the employee, as far as possible, to maintain or recover their physical and mental functional capacity.

### **Employment rehabilitation**

The employer is responsible for rehabilitation for return to work. This entails measures that should assist the employee as far as possible in maintaining or recovering their capacity for work.

### **Rehabilitation insurance provides support for the process**

Euro Accident's ComeBack Rehabilitation Insurance with Counseling Support provides support to assist the employer and manager in fulfilling their responsibility with regard to rehabilitation for a return to work. Under the insurance, a rehabilitation coordinator is on hand throughout the process to provide support for the employer, immediate line manager or HR department and the employee, in order to drive the process forward.

For reasons of confidentiality, however, the rehabilitation coordinator does not coordinate the contacts between the employer and the Swedish Social Insurance Agency or the doctor issuing the medical certificate, nor can the coordinator have direct contact with the Swedish Social Insurance Agency in individual cases.

If the employee is at risk of long-term sick leave or has recently been placed on medically-certified sick leave, the employer activates the rehabilitation insurance by submitting a claim notification to Euro Accident. Notification in respect of an employee who was recently placed on medically-certified sick leave must be given to Euro Accident no later than the thirtieth day of absence on sick leave.

### **Implementing the necessary measures**

The rehabilitation coordinator assesses the need for measures for employment rehabilitation that are available under the insurance. The aim is to avoid an employee being put on long-term sick leave or alternatively to facilitate a return to work for an employee who has been signed off.

### **Who should do what?**

#### **The employer shall:**

- Notify Euro Accident at [euroaccident.se](http://euroaccident.se) to activate the rehabilitation insurance if the employee is at risk of long-term sick leave or has recently been placed on medically-certified sick leave. Notification in respect of an employee who was recently placed on medically-certified sick leave must be given to us no later than the thirtieth (30th) day of absence on sick leave.
- Maintain regular contact with the employee during their absence on sick leave.
- Adapt the work situation as far as possible to enable the employee to work, for example by adapting tasks assigned, working hours or the workplace.
- Investigate whether there is any other suitable work in the company that the employee can carry out.
- Produce a plan for a return to work no later than day 30 after the onset of the illness if the employee is assumed to have a reduced work capacity for at least 60 days. The info box on a page further ahead contains further information regarding this.
- Take part in any reconciliation meeting organized by the Swedish Social Insurance Agency.

#### **The employee shall:**

- Take part in planning and action that will enable them to return to work as soon as possible.
- Play an active role in their own rehabilitation. If they don't take part, they lose their right to compensation.

#### **The health care services shall:**

- Propose measures that shall result in the employee, as far as possible, maintaining or recovering their physical and mental functional capacity.
- Take part in any reconciliation meeting organized by the Swedish Social Insurance Agency.

**The Swedish Social Insurance Agency shall:**

- Assess the employee's capacity for work and entitlement to compensation.
- Investigate whether the patient could tackle a job in the normal labor market despite their illness.
- If required, coordinate the various measures required for the employee to return to work.
- If required, convene a reconciliation meeting.
- If required, produce a medical insurance report.
- Provide assistance in regard to the employee's case with the Swedish Social Insurance Agency.

**Sick leave days 1-14****The employer shall:**

- Assess the employee's capacity for work.
- Pay sick pay to the employee if they are entitled to it.
- Produce a plan for a return to work no later than 30 days from the onset of the illness. The info box on the next page contains further information.

**The employee shall:**

- Notify their sickness to their employer on day 1.
- Provide their employer with a medical certificate on day 8.
- Take part to the best of their ability in planning for a return to work.

### *Employer's plan for a return to work*

- If an employee is assumed to be sick for more than 60 days, the employer shall produce a plan for a return to work no later than 30 days after the onset of the illness.
- The plan shall support rehabilitation in the workplace and contain the measures that must be implemented to enable the employee to return to their job.
- It is not necessary to produce a plan if it is clear from the employee's state of health that a return to work is not possible.
- The plan is intended primarily to provide support for rehabilitation in the workplace and should facilitate an early return to work. It should be formulated as far as possible in consultation with the employee. The employee has a duty to participate actively in their rehabilitation pursuant to Sect. 30 § 7 of the Social Insurance Law (SFB).
- If required, the Swedish Social Insurance Agency can request the employer to submit a plan in accordance with Sect. 110 §§ 14 and 31 SFB.

A form, "Employer's Plan for a Return to Work" (7459) plus help texts on completing the form can be found on the website of the Swedish Social Insurance Agency at [forsakringskassan.se](http://forsakringskassan.se).

## Sick leave day 15

### **The employer shall:**

- Notify the Swedish Social Insurance Agency that the employee is on sick leave (on day 15 at the earliest and no later than day 21).

### **The employee shall:**

- Register for sickness benefit.

## Sick leave days 16–90

### **The employer shall:**

- Notify the Swedish Social Insurance Agency that the employee is on sick leave if notification has not yet been given (see day 15)
- Notify the Swedish Social Insurance Agency of the employee's income if the Agency requests income information.
- Maintain regular contact with the employee during their absence on sick leave.
- Produce or follow up on a plan for a return to work.
- Take part in any reconciliation meeting organized by the Swedish Social Insurance Agency.

**The employee shall:**

- Apply for sickness benefit from the Swedish Social Insurance Agency.
- Send a medical certificate to the Swedish Social Insurance Agency and to the employer.
- Take part in planning and action that will enable them to return to work as soon as possible.
- Contribute as much as possible to producing a plan for a return to work together with the employer.

**The Swedish Social Insurance Agency shall:**

- Assess the employee's capacity for work.
- Pay sickness benefit to the employee if they are entitled to this.
- Explain and if required coordinate the various measures required for the employee to be able to return to work.
- If required, request the employer to submit their plan for a return to work.
- If required, convene a reconciliation meeting.

## Sick leave days 91-180

The Swedish Social Insurance Agency assesses whether the employee can manage their normal work fully or in part or any other suitable work that you as employer are able to offer. The employee is only entitled to sickness benefit if they are unable to undertake any work at all for their existing employer.

**The employer shall:**

- Maintain regular contact with the employee during their absence on sick leave.
- Adapt the work situation as far as possible to enable the employee to work, for example by adapting tasks assigned, working hours or the workplace.
- Investigate whether there is any other suitable work in your company that the employee can carry out.
- Follow up on and if required update the plan for a return to work.
- Take part in any reconciliation meeting organized by the Swedish Social Insurance Agency.

**The employee shall:**

- Take part in planning and action that will enable them to return to work as soon as possible.
- Apply for compensation under the health insurance from Euro Accident (or another insurance company). The employee submits the application by completing and submitting a claim form, which can be downloaded at [euroaccident.se](http://euroaccident.se).

**The Swedish Social Insurance Agency shall:**

- Assess the employee's capacity for work.
- Pay sickness benefit to the employee if they are entitled to this.
- Investigate whether the employee can manage another job outside your company.
- If required, coordinate the various measures required for the employee to be able to return to work.
- If required, request the employer to submit their plan for a return to work.
- If required, convene a reconciliation meeting.

**Sick leave days 181-365**

After 180 days, the employee is only entitled to sickness benefit if they are unable to undertake any job in the normal labor market. The Swedish Social Insurance Agency therefore investigates in advance of day 181 whether the employee can tackle another job in the labor market. If the Agency's investigation shows that the employee can tackle another job, the entitlement to sickness benefit ceases after 180 days.

**This does not apply if:**

- The Swedish Social Insurance Agency judges that the employee will in all probability be able to return to work in a normal capacity somewhere in the existing company before day 366. Both the diagnosis made and the prognosis for a return to work must be satisfactorily substantiated in the medical investigation for the Swedish Social Insurance Agency to be able to judge this.
- It may be considered unreasonable to assess the employee's capacity for work in relation to work in the normal labor market, for example if the employee is seriously ill. The Swedish Social Insurance Agency will then assess capacity for work in relation to a job with you as employer.

The employer's responsibility for work adaptation and rehabilitation is covered by the Social Insurance Law, the Swedish Work Environment Act and the Security of Employment Act. Your responsibility as an employer applies for as long as an employment relationship exists, even if the entitlement to sickness benefit ceases. If you have questions as to what applies under labor law if your employee is no longer entitled to sickness benefit, you can contact your employers' association.

**The employer shall:**

- Maintain regular contact with the employee during their absence on sick leave.



- Adapt the work situation as far as possible to enable the employee to work, for example by adapting tasks assigned, working hours or the workplace.
- Investigate whether there is any other suitable work in your company that the employee can carry out.
- Follow up on and if required update the plan for a return to work.
- Take part in any reconciliation meeting organized by the Swedish Social Insurance Agency.

**The employee shall:**

- Take part in planning and action that will enable them to return to work as soon as possible.

**The Swedish Social Insurance Agency shall:**

- Investigate whether the employee could undertake another job in the normal labor market despite their illness.
- Assess the employee's capacity for work.
- Pay sickness benefit to the employee if they are entitled to this.
- If required, request the employer to submit a plan for a return to work.
- If required, coordinate the various measures required for the employee to be able to return to work.
- If required, convene a reconciliation meeting.

## From sick leave day 366

The Swedish Social Insurance Agency assesses the employee's capacity for work in relation to all jobs in the normal labor market. If the Agency's investigation shows that the employee can tackle another job, the entitlement to sickness benefit ceases after 365 days. The Agency can make an exception if it may be considered unreasonable to assess the employee's capacity for work in relation to work in the normal labor market, for example if the employee is seriously ill.

**The employer shall:**

- Maintain regular contact with the employee during their absence on sick leave.
- Adapt the work situation as far as possible to enable the employee to work, for example by adapting tasks assigned, working hours or the workplace.
- Investigate whether there is any other suitable work in your company that the employee can carry out.
- Follow up on and if required update the plan for a return to work.
- Take part in any reconciliation meeting organized by the Swedish Social Insurance Agency.

**The employee shall:**

- Take part in planning and action that will enable them to return to work as soon as possible.

**The Swedish Social Insurance Agency shall:**

- Investigate whether the employee could undertake another job in the normal labor market despite their illness.
- Assess the employee's capacity for work.
- Pay sickness benefit to the employee if they are entitled to this.
- If required, coordinate the various measures required for the employee to be able to return to work.
- If required, request the employer to submit their plan for a return to work.
- If required, convene a reconciliation meeting.

Source: Forsakringskassan.se