



CSI-CANADA INSURANCE PLAN – CONTRACT 84168
WORK STOPPAGE
Request to Continue Coverage When Not Actively Working

The insurance of an insured employee will stop on the commencement date of a work stoppage. Special arrangements may be made in advance of the work stoppage for continuation of benefits subject to CSI Canada Insurance approval for most leave of absences up to 1 year, otherwise subject to approval by Manulife Financial. Please advise CSI if there are any changes to the original form during the work stoppage, i.e. such as travelling.

SCHOOL NAME

EMPLOYEE INFORMATION

Employee's Last Name First Name (in full)
Member ID Date of Birth Sex M F
Salary \$ Date of Employment Job Title
Work Stoppage Begins For Temporary Work Stoppage: For Severance / Permanent Layoff:
Expected Return to Work Date Length of time benefits continue

WORK STOPPAGE DETAILS

Type of Absence: Maternity/Parental Leave, Personal Leave, Sabbatical, Temporary Layoff, Severance / Permanent Layoff
Benefits Requested\*: Life, Short Term Disability, Long Term Disability, Extended Health, Dental
\*If employee has Basic coverage, check all the above benefits. If employee has Limited Benefit, check first three boxes (life and disability)

- 1. Is there a commitment to return to work?
2. Will employee be travelling outside of Canada?
3. Will employee be residing outside of Canada?
4. Will provincial health coverage be continued for the duration of the Work Stoppage?
5. Will the employee be receiving a salary?

Signature of Authorized Official Position Date

FAX COMPLETED FORM TO CSI CANADA INSURANCE #616-301-2149

Written confirmation of approval or denial will be sent to your school.