

UReturn



URETURN is the designated office to serve all employees with any disability or medical condition requiring job accommodations or modifications. UReturn obtains and confidentially maintains medical documents, certifies eligibility for services, recommends modifications or reasonable job accommodations, and develops plans for the provision of all modifications and accommodations.

OUR ROLE is to collaborate with employees and their managers to develop a plan that will allow the employee to **STAY AT WORK** after a medical event, medical exacerbation or diagnosis, and/or **RETURN TO WORK** after a medical leave of absence.

Why are **STAY AT WORK** and **RETURN TO WORK** important?

- * **THE U VALUES YOU:** The unique contributions of each employee are essential to advancing the University's mission.
- * **WORK IDENTITY:** Our work is part of who we are! The University restores employees to their work identity, with all its benefits and perks, as soon as medically suitable.
- * **PRODUCTIVITY:** Most departments have difficulties replacing experienced and productive employees during time off.
- * **ECONOMIC FACTORS:** Medical costs, claim incidents, and paying for time off work and replacement workers financially strains departments.
- * **GOVERNMENTAL REGULATIONS:** The University is required to be in compliance with various federal and state laws including the Americans with Disabilities Act.
- * **INCLUSIVENESS:** An aging workforce requires strategies to help employees stay at work.
- * **PROACTIVE STANCE:** Managing lost time from work leads to long-term positive effects on workforce engagement and employee morale.
- * **RETURN TO WORK** and **STAY AT WORK DOES WORK!** There is a substantial body of knowledge that illustrates the effectiveness of early return to work and stay at work intervention.



HOW TO CONTACT URETURN...

PHONE: 612-624-3316

EMAIL: ureturn@umn.edu

ONLINE request for services through <https://diversity.umn.edu/disability/request/ureturn/register>

Disability Resource Center/UReturn
170 McNamara Alumni Center
200 Oak St. SE
Minneapolis, MN 55455

URETURN Services

- * **CONSULTATION:** Access Consultants are happy to answer all questions related to disability and work. They can speak with you by phone or meet you on campus.
- * **CASE MANAGEMENT:** Access Consultants are available to communicate with employees and managers during an employee leave of absence, confidentially work with medical providers to clarify restrictions, and coordinate the details of an employee's return to work.
- * **JOB ACCOMMODATION:** If an employee has restrictions, our Access Consultants have years of experience identifying accommodations that will allow the employee to continue to do their regular job. We are available to facilitate an interactive discussion with all parties to identify reasonable accommodations. The employee's department makes the final decision about whether an accommodation request is reasonable. We strive to ensure that the U is in compliance with federal and state laws.
- * **DEPARTMENTAL CONSULTATION:** Access Consultants provide unbiased information to department and human resources personnel who seek creative and innovative Return to Work strategies.
- * **FUNDING FOR JOB ACCOMMODATIONS:** The Disability Resource Center has a limited accommodations budget that is available to departments in need. An employee must be registered with UReturn and have a documented disability in order for departments to be considered for this funding.
- * **IDENTIFYING MODIFIED WORK:** Within or outside of departments through a Transitional Work Program, UReturn identifies modified work on a temporary basis.
- * **JOB ANALYSIS:** We can help identify and document the physical demands of any job at the U. This is helpful to departments when they are hiring new employees and when current employees return to work.
- * **ERGONOMIC ASSESSMENTS:** Our Access Consultants work closely with the Department of Environmental Health and Safety to offer suggestions for making ergonomic changes to the employee's worksite that will reduce strain injuries and allow the employee to work more productively.



- * **COUNSELING:** Our Access Consultants have experience with Rehabilitation Counseling and can help employees who are having difficulty adjusting to a new medical diagnosis or to changes due to an existing disability. We provide referrals to the Employee Assistance Program and/or other internal or external resources that might be helpful to the employee.
- * **FAMILY MEDICAL LEAVE ACT (FMLA) CONSULTATION:** An employee has the option of providing their FMLA certification form through U-Return if employees or managers are concerned about maintaining confidentiality of the medical diagnostic information. We keep that documentation in a separate file and provide an objective summary letter to Managers and Human Resources regarding recommended time off work.
- * The U wants to ensure that employees know that they can request FMLA leave, and if preferred, UReturn staff can also work with all parties to discuss other options that might reduce the need for extended time away from work. These options might include a reduced work schedule, intermittent leave of absence, and workplace accommodations that support stay at work or earlier return to work.
- * **TRAINING:** We train supervisors and/or employee groups regarding any of the services listed above.

Disability Resource Center
Office for **Equity and Diversity**

UNIVERSITY OF MINNESOTA
Driven to DiscoverSM

ADVANCING ACCESS FOR EVERYONE