

## How to Apply for Benefits

To get a *First Claim for Nonindustrial Disability Insurance (NDI)* (DE 8501):

- Contact your attendance clerk or payroll officer.
- Call the State Employee Claim Office at 1-866-758-9768.

The attendance clerk fills out Part A. The employee fills out Part B. The physician or practitioner fills out Part C.

A licensed physician or practitioner can certify to a patient's disability or serious health condition under the California Unemployment Insurance Code Section 2708.

Allow 14 days for the State Employee Claim Office to get the claim and medical certification for payment processing.

If you are eligible for benefits, your employer will get an *Authorization to Pay Nonindustrial Disability Insurance or Nonindustrial Disability Insurance - Family Care Leave (NDI-FCL)* (DE 8500A) with the dates you may be paid.

You will get a *Notice of Eligibility for Nonindustrial Disability Insurance or Nonindustrial Disability Insurance - Family Care Leave (NDI-FCL)* (DE 8500) with the dates you are eligible for benefits.

Benefits will be paid only for the days for which you are entitled. If benefits are denied, you will get a *Notice of Nonindustrial Disability Insurance (NDI) Determination* (DE 8517) stating the reason for the disqualification and the time period.

**Apply within 49 days of the date your disability began to make sure you do not lose your benefits or have your claim denied.**

Mail the claim to the State Employee Claim Office at:

**Employment Development Department  
Nonindustrial Disability Insurance  
PO Box 2168  
Stockton, CA 95201-2168**

## Requirements and Responsibilities

You may need to take a medical exam to confirm your disability. The State will pay for the exam fees.

You are responsible for filing claims on time and correctly.

It is a violation to give false statements or hide information to get benefits (California Unemployment Insurance Code).



State of California

Labor and Workforce Development Agency

Employment Development Department

*This pamphlet is for general information only and does not have the force and effect of law, rule, or regulation.*

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling 1-866-490-8879. TTY users, please call the California Relay Service at 711.



# Nonindustrial Disability Insurance Provisions



**for California State  
Government Employees**

## What is Nonindustrial Disability Insurance?

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Nonindustrial Disability Insurance (NDI) is a program funded by state government employers. It provides partial wages to state government employees who are not covered by State Disability Insurance (SDI) and can't work because of a non-work-related disability.

### Coverage

There are no employee contributions, enrollment fees, or medical exams required for coverage.

NDI benefits are available to employees who meet all of the following:

- Have permanent or probationary status.
- Work full time, part time, or intermittently in compensated employment. Compensated employment means you are receiving wages and not on a formal leave of absence.
- Active members of the Public Employees' Retirement System (PERS) or the State Teachers' Retirement System (STRS).

Permanent part-time and intermittent employees must have worked and been paid for at least 6 months of service during the 18 months before your disability begins. You may be eligible on a prorated basis.

California State University employees are also covered. You must be working half-time or more for one year of service or one academic year or more.

NDI also covers employees who are not part of collective bargaining and to full-time, permanent part-time, or intermittent officers or employees of the State Legislature who are not members of the civil service. NDI also covers those appointed to Career Executive Assignment, or CEA, positions.

### Retirement Credit

Individuals do not earn PERS or STRS service credit while receiving NDI. Your state employer won't make contributions to your retirement accounts.

## Eligibility

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NDI benefits are payable to covered employees who can't do their regular work because of a non-work-related mental or physical disability. This can include a disability due to pregnancy or childbirth.

**Note:** Some state employees are not covered by NDI through a negotiated agreement but are covered by State Disability Insurance (SDI). For more information on SDI for state employees visit **SDI for State Employees FAQ's** ([edd.ca.gov/en/disability/faq\\_di\\_state\\_employees/](http://edd.ca.gov/en/disability/faq_di_state_employees/)).

There is a waiting period of either 7 or 10 days before you receive your benefit payments. This depends on employment status and/or provisions of collective bargaining agreements.

All or part of the waiting period may be waived under certain circumstances. These include being in a hospital or nursing home or any circumstance specified in a collective bargaining agreement.

You won't receive benefits for any day:

- Of entitlement to temporary workers' compensation benefits or Industrial Disability Leave.
- You're being paid with sick leave, vacation, compensatory time off, or catastrophic leave.
- You're getting unemployment benefits.
- You're separated or retired from state service. You can delay your retirement date until after your NDI benefits are used.

## Benefit Amounts

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NDI provides up to \$250 per week for 26 weeks (182 days). The weekly benefit amount and how you can use your leave credits depends on your employment status and collective bargaining agreement.

If you're in the state's Annual Leave Program, you may get 50% of your gross pay, which may be supplemented with leave credits up to 75% or 100%.

State and federal taxes will be withheld from NDI benefits. Other voluntary deductions such as health insurance premiums, credit union loans, savings accounts, bonds, parking fees, etc., will be deducted from your NDI benefits unless you cancel them. If the employee continues their health insurance premium deductions, the State's employer contribution will also continue.

### Benefit Payment Process

The State Employee Claim Office within the Employment Development Department (EDD) decides eligibility and authorizes benefit payments. Then, the employer's personnel office must request the State Controller's Office or paying agent to issue benefit payments to the employee. Benefits are paid monthly.

Once the EDD authorizes the benefit payments, direct questions on payment status, weekly rates, payment amounts, deductions, etc., to your attendance clerk or personnel office.

If you have questions about benefit eligibility, call the State Employee Claim Office at 1-866-758-9768. Any decision of eligibility made by the State Employee Claim Office may be appealed before an administrative law judge by writing to the office to request a hearing.