



STATE DISABILITY INSURANCE

California State Disability Insurance (SDI) provides up to 12 months of benefits for eligible workers. SDI is a state insurance plan that provides partial wage (salary) replacement for California workers.



Are you in treatment and cannot work?



Have you finished treatment but cannot return to work?



Do you qualify for State Disability Insurance (SDI)?

Eligibility requirements and application process for benefits on this guide are mirrored from the California Employment Development Department's (EDD) latest publications.

City of Hope is not responsible for and does not participate in EDD's claims decision making.

City of Hope's role is specific to Physician/Practitioners Certification. All forms go to Medical Records or the health care team for completion.

For questions about specific claims or SDI processes, call EDD at

English: **(800) 480-3287**

or visit **edd.ca.gov/Disability/Disability_Insurance.htm**



SDI PROVIDES SHORT-TERM BENEFITS TO ELIGIBLE WORKERS WHO:

- Have had a loss of wages
- Are unable to work due to a nonwork-related illness or injury
- Have a medically disabling condition "such as cancer."

WHO QUALIFIES FOR SDI?



Were you working or actively looking for work at the time you became disabled?

If yes, you may qualify for SDI if you are:

- A part-time or full-time employee who contributes to the SDI program through state payroll deductions
- OR-
- A self-employed Californian who has contributed to the Disability Insurance Elective Coverage program

If you have been disabled for longer than six months, you may be referred to Social Security Disability Insurance.



You must also meet these requirements to qualify for SDI:

- You are not able to do your regular or customary work for at least eight consecutive (back-to-back) days.
- You must be employed or actively looking for work at the time you become disabled.
- You must have lost wages because of your disability or, if unemployed, have been actively looking for work.
- You must have earned at least \$300 in wages during the 12-month base period which SDI deductions were withheld.
- You must file a claim online or by mail, within 49 days from the date you became disabled or you may lose benefits.
- You must be under the care and treatment of a licensed doctor during the first eight days of your disability.
 - (The beginning date of a claim can be adjusted to meet this requirement). You must remain under care and treatment to continue receiving benefits.
- Your doctor must complete the medical certification of disability. A nurse practitioner may certify to a disability within his/her scope of practice with collaboration with a physician or surgeon. Ask your health care team.

YOU CAN APPLY TWO WAYS (ONLINE AND IN PAPER FORM):

Watch video instructions on how to apply for SDI and complete the online application at **edd.ca.gov/Disability/SDI_Online_Tutorials.htm**.

Click on:

How to File a Disability Insurance Claim Using SDI Online (English) (YouTube)

How to File a Disability Insurance Claim Using SDI Online (Spanish) (YouTube)



Apply Online

1. Create an SDI online account at edd.ca.gov/Benefit_Programs_Online.htm.
You may have to “**Register**” as a first time user. If you have applied for benefits before (including Unemployment, SDI or Paid Family Leave) you may already have an existing account.
 2. Log in to your SDI account and select ‘**File a New Claim.**’
 3. Select ‘**Disability Insurance**’ and follow the instructions.
 4. After the claim is submitted, print the confirmation page with the ‘**Form Receipt Number.**’ (Selecting the form receipt number link will automatically open a PDF printer-friendly version.)
 5. Submit the confirmation page to City of Hope Medical Records.
Include these with your confirmation page:
 - Your full name
 - SDI Form Receipt number: _____
(Write SDI Form Receipt number here)
 - Name that you filed disability claim under
 - Medical record number (MRN)
 - Date of birth
 - Social Security number
 - Physician name that paperwork should be sent to
- Request can be submitted in person to Medical Records office (near registration desk in Main Medical building), by email to DL-HIMSMedicalForms@coh.org, or via FAX at 626-218-0677.**

Community practice site patients: submit to your doctor/nurse

Please allow up to 10 business days for the request to be processed. You will receive a confirmation email from SDI when the physician certification is completed.

OR

Apply in Paper Form

1. Get the application (DE 2501) from the Sheri & Les Biller Patient and Family Resource Center, Clinical Social Work office or your local EDD office).
2. Complete the application. Leave any nonapplicable sections blank.
Do not complete the Physician/Practitioners Certification.
3. Submit the completed application to the City of Hope Medical Records desk.
4. Medical Records will forward the application to your physician for completion.

Please allow up to 10 business days for the request to be processed. Completed applications will be mailed to the EDD and a copy will be mailed to your home.

Questions about the status of the Physician/Practitioners Certification (physician/provider form) portion can be directed to City of Hope Medical Records (Duarte campus) or your health care team if you are a patient at a City of Hope community practice site.

City of Hope cannot answer questions about your claim with EDD. If you have any questions about eligibility, your specific claim or the SDI claims process, please contact EDD.



CONTACT: **Duarte Campus**
Medical Records
City of Hope
626-218-0766

If you receive most of your treatment at a City of Hope location in your community, please ask your care team how your doctor and nurse can help with disability insurance paperwork.

WALK-IN OFFICE LOCATIONS
EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD)
edd.ca.gov

If you have problems completing your disability or paid family leave application online or on paper, you may want to call or visit the EDD walk-in offices listed below.

LA Works One-Stop Career Center

5200 Irwindale Ave.
Irwindale, CA 91706
Monday, Thursday and Friday 8 a.m. to 5 p.m.
Tuesday and Wednesday 8 a.m. to 7 p.m.
1st and 3rd Saturday 9 a.m. to Noon
(626) 960-3964

Hub Cities One-Stop Career Center

2677 Zoe Ave., 1st Floor
Huntington Park, CA 90255
Monday to Friday 8:30 a.m. to 5 p.m.
(323) 586-4700

LA South/Compton Workforce Service Office

2909 East Pacific Commerce Drive
Compton, CA 90221
Monday to Friday 7 a.m. to 6 p.m.
(310) 223-2901

Chino Hills

15315 Fairfield Ranch Road, Suite 100
Chino Hills, CA 91709
Monday to Friday 8 a.m. to 5 p.m.
(800) 480-3287

Los Angeles

888 South Figueroa St., Suite 200
Los Angeles, CA 90017
Monday to Friday 8 a.m. to 5 p.m.
(800) 480-3287

Santa Ana

2 MacArthur Place, Suite 400
Santa Ana, CA 92707
Monday to Friday 8 a.m. to 5 p.m.
(800) 480-3287

Inglewood South Bay One Stop Business and Career Center

110 South La Brea Ave., 5th Floor
Inglewood, CA 90301
Monday to Thursday 8 a.m. to 6 p.m.
Friday 8 a.m. to 5 p.m. closed alternate Fridays
(310) 680-3700

Verdugo Jobs Center

1255 South Central Ave.
Glendale, CA 91204
Monday to Friday 8:30 a.m. to 5 p.m.
(818) 409-0476

Cerritos Career Center

10900 E. 183rd St., Suite 350
Cerritos, CA 90703
Monday to Friday 8 a.m. to 5 p.m.
(562) 402-9336

Long Beach

4300 Long Beach, Suite 600
Long Beach, CA 90807
Monday to Friday 8 a.m. to 5 p.m.
(800) 480-3287

San Bernardino

371 West 3rd St.
San Bernardino, CA 92401
Monday to Friday 8 a.m. to 5 p.m.
(800) 480-3287

Van Nuys

15400 Sherman Way, Room 500
Van Nuys, CA 91406
Monday to Friday 8 a.m. to 5 p.m.
(800) 480-3287

For legal questions and resources for advocating for Social Security Disability Insurance and other insurance and employment concerns, please contact Cancer Legal Resource Center at **CancerLegalResourceCenter.org** or call at **866-THE-CLRC** or **866-843-2572**.

City of Hope cannot provide legal advice.

Department of Supportive Care Medicine | Patient, Family and Community Education

Employment Development Department (EDD). State of California. Available at
edd.ca.gov/disability/sdi_online.htm



CityofHope.org