



# Pile Drivers, Divers, Bridge, Dock & Wharf Builders Health & Welfare Plan

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## COVID-19 WEEKLY INDEMNITY CLAIMS Instructional Information for Members

- If you experience symptoms of COVID-19 or have a clinical diagnosis:
  - You should **not** attend the workplace.
  - A self-assessment tool is available at <https://covid19.thrive.health>.
  - Utilize support services through the medical system, and/or call the nurses line at 8-1-1.
- Contact the Union Office or Plan Office by phone or e-mail to initiate a WI claim:
  - Request that a claim form be e-mailed or mailed to you or print it directly off the Plan's website <http://pd2404.planoffice.ca/>.
  - Complete the Employee's Statement section of the claim form and include a statement that you are making a claim because you are experiencing COVID-19 related symptoms. Please ensure to provide your telephone number, e-mail address, and print clearly.
  - Submit the form directly to BC Life either by e-mail to [BCLife@pac.bluecross.ca](mailto:BCLife@pac.bluecross.ca) or mail.
- The Union Office will send the Employer Statement directly to BC Life by e-mail at [BCLife@pac.bluecross.ca](mailto:BCLife@pac.bluecross.ca). **You are not required to attend the workplace to have this section of the form completed.**
- Once both statements are received by BC Life, the Plan Adjudicator will contact you by telephone and will e-mail or mail you a "**Plan Member Confirmation of Illness Form**" for your completion, if appropriate.
- Submit the completed "**Plan Member Confirmation of Illness Form**" to BC Life.

**Please note, form submission by e-mail is much preferred as there could potentially be delays with regular mail.**

- Under the present circumstances, upon approval of your claim, benefits will be payable from the 8<sup>th</sup> day of illness for a 14-day period.
- If your illness persists longer than 14 days, you will be required to provide additional medical evidence for consideration by BC Life in the adjudication of your claim.