



**“THE STORK PACKAGE”**  
Oak Grove School District  
Human Resources  
(408) 227-8300, ext. 100280

**Part III – SDI: State Disability Insurance  
For Classified Employees Only**

Oak Grove School District classified employees are covered by State Disability Insurance (SDI). Coverage is provided in the event an employee experiences an illness or injury which interferes with the employee’s ability to perform their regular or customary work. (Informational brochure is attached.)

Following is a summary of the process for applying for SDI benefits: (Complete instructions are included in the brochure.)

The injured or ill employee must complete the SDI form which consists of three parts:

1. Claim Statement of the Employee
2. Doctor’s Certificate
3. Information Collection and Access (on backside of form DE 2501)

The employee’s claim statement must be filled out **completely and accurately** (errors may delay payment). If it is necessary to provide additional information, you may attach the explanation to the form.

Your doctor will assist you with completion of the Doctor’s Certificate. Generally, a claim cannot begin more than seven days before an examination by a certifying doctor.

The claim must be mailed within 49 days from the first day an employee is disabled. Usually the doctor mails the SDI form for the employee. The Doctor’s Certificate and Recommendation mentioned in Part 1 needs to be returned to the Human Resources Department by the employee.

Questions regarding this process may be directed to Yolanda Hernandez (CSEA), ext. 100286, or Elisabeth Navarro (AFSCME), ext. 100283.