



FILE A CLAIM OR REQUEST A LEAVE WITH CONFIDENCE

AECOM

Plan Number: 697764

REPORT AN ABSENCE TO THE HARTFORD FOR:

- Family Medical Leave (FML)
- Short-term Disability (STD)
- Long-term Disability (LTD)
- Military Duty
- Personal Leave

THE HARTFORD MAKES IT EASY TO FILE A CLAIM OR REQUEST A LEAVE

When should I report an absence or disability?

- You will be absent for more than three days and are under a physician's care
- You are hospitalized for any amount of time
- You are caring for an ill or injured qualified family member (spouse, parent, or dependent child)
- You are pregnant or are absent from work due to pregnancy complications
- You will be absent periodically due to a chronic or permanent disabling condition of your own or a qualified family member
- You are caring for a newborn child, recently adopted child, or new foster child

How do I file my claim or request a leave?

File your claim one of two ways:

- With your information handy, call The Hartford at **866-262-7316**, Monday through Friday, 8am-8pm Eastern Time. You will be assisted by a caring professional who will take your information, answer your questions and file your claim or process your leave request.
- Log in to [TheHartford.com/abilityadvantage](https://www.TheHartford.com/abilityadvantage). Click on "Report New Claim" and "Leave or Disability Claim." There, you can input your information and download any forms you need.

**TO FILE A CLAIM
OR REQUEST A LEAVE**

Call **866-262-7316**
8am to 8pm, Eastern Time

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**WHEN YOU CALL, THE HARTFORD
WILL ASK YOU TO PROVIDE:**

- Company Name: AECOM
Plan Number: 697764
- Name, address and other key identification information
- Name of your department, work location and last full day of active work
- The nature of your claim or leave request
- If your absence is related to illness or non-work related injury, please submit the name, fax and telephone number of the treating physician

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This card is not proof of insurance.

RELAX AND STAY POSITIVE

You have the assurance of our knowledge, experience and understanding of what you are going through. We are with you all the way, so you can receive the benefits you qualify for and get back to your life.



 (Snap a photo with a mobile device to capture information above.)

For more information or to file your claim, please call **866-262-7316**,
or file online at **abilityadvantage.TheHartford.com**



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