

California SDI Mental Health Checklist

1. Eligibility Basics

- ☐ Employed in California and have paid into SDI (look for "CASDI" on your pay stub).
- ☐ Unable to perform your regular or customary work because of a qualifying condition.
- ☐ Condition has lasted 8 or more consecutive days.
- ☐ Have earned at least \$300 in wages subject to SDI deductions during your base period.

2. Confirming Mental Health as a Qualifying Condition

- ☐ Symptoms significantly interfere with daily functioning (e.g., anxiety, depression, PTSD, grief, panic attacks, sleep disturbance, concentration problems).
- ☐ Documentation from a licensed mental health professional (psychologist, psychiatrist, therapist) supporting your inability to work.

3. Employer & HR Documentation

- ☐ Notify your employer or HR department of your leave request.
- ☐ Request FMLA/CFRA paperwork if applicable for job protection.
- ☐ Provide employer with necessary medical certifications.

4. Filing Your Claim With EDD

- ☐ Track your filing deadline (claims must be filed within 49 days of becoming disabled)
- ☐ File your claim online at the EDD SDI portal or by mail using Form DE 2501.
- ☐ Complete your portion of the claim accurately (inputting last day worked and details of your employer).
- ☐ Provide the R# to your physician.

5. Medical Certification

- ☐ Your provider completes the **Physician/Practitioner Certificate** section of Form DE 2501.
- ☐ Certification clearly links your symptoms and diagnoses to functional work limitations.
- ☐ Provider outlines expected duration of your condition and need for ongoing treatment.



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6. Ongoing Requirements

- ☐ Attend required **biweekly counseling sessions** to maintain eligibility.
- ☐ Submit any continuation or extension forms on time.
- ☐ Keep EDD updated if your address, employer, or condition changes.

7. Preparing for Return to Work

- ☐ Discuss a return-to-work plan with your provider.
- ☐ Request workplace accommodations if needed.
- ☐ Obtain a return-to-work release when you are ready.

8. Helpful Tips

- ☐ Keep copies of all forms and correspondence.
- ☐ Monitor your EDD account for updates or requests.
- ☐ Respond quickly to any EDD letters to avoid delays.
- ☐ Reach out for support if the process feels overwhelming.



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