

CALIFORNIA STATE DISABILITY MADE EASY

Revised April 15, 2026

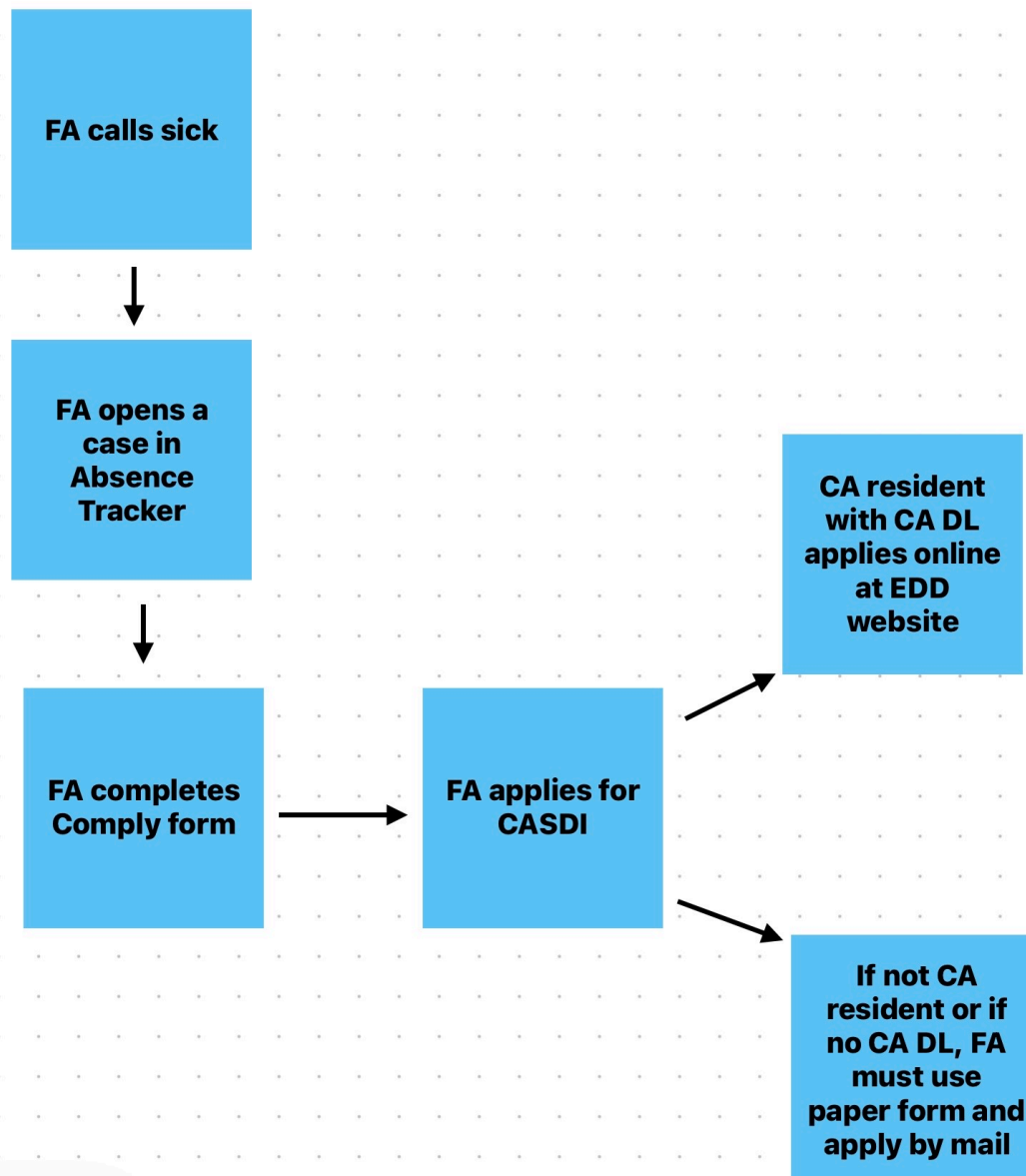
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APFA LAX Base President

*****FOR LAX FLIGHT ATTENDANTS ONLY*****

Revision 103

The flowchart below applies to all LAX-based AA flight attendants applying for California State Disability.



ELIGIBILITY

You are eligible for State Disability benefits if you:

- Cannot do your regular work for at least eight days.
- Have lost wages, or will lose wages, because of your disability.
- Are employed at the time your disability begins.
- Earned at least \$300 with State Disability Insurance (SDI) deducted from your paycheck.

Employees working in the state of California are eligible, regardless of state of residence.

Example: A flight attendant based at LAX who commutes from Denver is eligible.

Employees working outside the state of California but who reside in California are NOT eligible.

Example: A flight attendant who lives in Los Angeles and commutes to fly out of JFK is not eligible.

THE PROCESS

1. Call in Sick
2. Open a case in Absence Tracker
3. Complete Comply form titled, “California State Disability”

NOTE: If the date of disability is known ahead of time, such as when a surgery is planned, you may open a case in Absence Tracker and complete the Comply form prior to calling in sick as long as the initial date of disability is known.

For the date of disability, use the day after your last day worked, or to be worked, as the start date. This date should conform with the date your doctor/provider puts down on their section of your California State Disability application.

Example: I have surgery scheduled for April 15, 2026. I work a sequence ending on April 10, 2026. After discussion with my provider, my date of disability would be April 11, 2026.

4. Contact the Absence and Return Center (ARC) at 1-800-447-2000 options 1, 5, 3, 4, and inform them that you will be applying for California State Disability. They

will advise you on FMLA and Medical Leave paperwork requirements.



To begin the SDI application process via the State Disability section of the California Employment Development Department (EDD), visit www.edd.ca.gov and register for a myEDD account.

THE APPLICATION

Holders of a California Drivers License apply directly online.

If you are not a California resident or not in possession of a California Drivers License, the EDD will mail the forms to you. Instructions can be found on the EDD website.

- Your disability period starts on the first day you are unable to do your regular work due to your condition. However, you are not required to use that date as your claim start date.

Generally, it is always best to confer with your doctor/provider to decide which date they should put on the medical certification form. That date will start the disability “clock.”

To avoid delays, loss of benefits, or denial of your claim, you should apply:

No earlier than 9 days after your disability starts

No later than 49 days after your disability starts

All 3 components of your application come attached in the DE-2501 package online (or in the DE-2501 package mailed by the EDD to non-California residents or those without a California Drivers License)

1. Your application;
2. Your HIPAA release form;
3. Your doctor’s medical certification form

Your AA contact point will be your Attendance Manager.

Where asked by the EDD, provide the following AA contact

information based on whether you are in Erika Casdorff's or Tish King's attendance group:

Erika Casdorff - erika.casdorff@aa.com 424-899-1140

Tish King - patricia.e.king@aa.com 424-899-2814

Their mailing address is:

US Mail:

American Airlines Flight Service
World Way Postal Center
PO Box 92246
Los Angeles, CA 90009

FedEx:

American Airlines Flight Service
7260 World Way
Los Angeles, CA 90045

DURATION OF SDI

You may collect CASDI for one year from the date of disability. The first 7 days are unpaid. Your weekly benefit amount will begin from week 2 of your claim based on the date the doctor/provider enters on the form. The weekly benefit is explained below. If your claim is not processed or submitted within 2 weeks of the date of your disability, you will receive a retroactive check from the EDD for all benefits due you from week 2 until your normal weekly benefit payment begins.

DEADLINES

Keep in mind that there is a 49-day filing deadline from the date of disability. You must apply and submit your application within 49 days of the date the doctor enters on the form. Failure to do so may result in loss of benefits.

Your claim is not complete until your doctor/provider completes the medical certification. This too must be submitted within the 49-day deadline.

Once again, to avoid delays, loss of benefits, or denial of your claim, you should apply:

No earlier than 9 days after your disability starts

No later than 49 days after your disability starts

COMPENSATION

You are not paid by the hours you would have otherwise flown. You will be paid a weekly benefit amount which is calculated based on your earnings during a “base period.”

The base period is determined by when you file your claim.

A base period covers 12 months and is divided into four consecutive quarters.

For a DI claim to be valid, you must have at least \$300 in wages in the base period.

The following information may be used to determine the base period for your claim. If a claim begins on or after January 1, 2026:

If you file in January, February, or March 2026, the base period is the 12 months ending last September 30. (Example: A claim beginning February 14, 2026 uses a base period of October 1, 2024 through September 30, 2025.)

If you file in April, May, or June 2026, the base period is the 12 months ending last December 31. (Example: A claim beginning June 20, 2026 uses a base period of January 1, 2025 through December 31, 2025.)

If you file in July, August, or September 2026, the base period is the 12 months ending last March 31. (Example: A claim beginning September 27, 2026 uses a base period of April 1, 2025 through March 31, 2026.)

If you file in October, November, or December 2026, the base period is the 12 months ending last June 30. (Example: A claim beginning November 2, 2026 uses a base period of July 1, 2025 through June 30, 2026.)

This base period is very important because it also determines when someone transferring in to LAX could first qualify for CASDI. Eligibility for DI is based on the earnings shown in your base period. The wages you earn approximately 5 to 18 months before the disability claim begins are included in the

base period. You must have at least \$300 in wages in the base period and they must have been subject to the SDI tax contribution. Your base period does not include wages paid at the time your disability begins.

In other words, if you are applying for CASDI in April 2026, you would have to have earned at least \$300 in the state of California AND that amount had to be subject to the SDI tax contribution in the 12 months ENDING December 31, 2025.

For 2025, the maximum weekly benefit amount is \$1765.

ONCE YOUR CLAIM IS SUBMITTED

After you submit your Disability application and required documents, the EDD will mail you the following: You will receive:

- Notice of Computation (DE 4290) - This form shows your potential weekly benefit amount
- Electronic Benefit Payment Notification (DE 2500E)

- Request for Identity Verification (DE 1326C) - You will only receive this form if the EDD cannot verify your identity, or if you applied by mail

Let the EDD know if any information is wrong, such as wages or dates.

After five payments, you will receive a form titled Claim for Continued Disability Benefits (DE 2500A). Fill out and return this form ASAP to confirm your disability. If you do not return it, your benefits will stop. You can submit this form through myEDD.

PAYMENTS

It takes about two weeks to process a new application for disability benefits and issue payment.

The EDD issues benefit payments via a Money Network prepaid debit card unless you select a different payment option. You can change your payment option through myEDD.

You may receive benefits payments by:

- Direct Deposit - deposited within 3 days after payment is approved
- Mailed check - 7-10 days after payment is approved
- Debit Card - first payment in 7-10 days after approved, future payments within two days of being approved

Please note that if you do not want to receive your Weekly Benefit Amount via a Money Network prepaid debit card, you must change your payment option at myEDD.

AA BENEFITS

During your time on CASDI, you will be asked to remit payments for AA Health insurance at the rates you pay as an active employee. You remain an active employee only as long as you are receiving sick time. Once you are no longer receiving sick time, you transition to inactive status.

The active employee Health Insurance rates continue to apply for ONE YEAR after you transition to inactive status.

The employee's travel benefits are suspended for the duration of the time on sick.

Since you do not receive a paycheck from AA while collecting California State Disability, you will owe AA for your Medical/Dental/Vision coverage.

Please contact Team Member Services to request information about paying for Medical/Dental/Vision coverage.

TAXES

California State Disability benefits are generally not taxable on either a federal or state level.

MISCELLANEOUS DEDUCTIONS

Any miscellaneous deductions normally deducted from your paycheck, i.e. 401K loan payments, union dues, APFA Supplemental Insurance, will not be paid as long as you are not receiving a paycheck from AA.

ATTENDANCE POINTS

CASDI is an income-protection provision. It ensures that you receive monies while out for an extended absence for medical or psychological reasons. The provisions of CASDI law do not, however, prevent an employer from penalizing an employee for the absence, i.e. assessing points under an attendance program.

While on SDI, and at 21 days of continuous absence, you will be required to apply for a Medical Leave through AA. This is contractual. Contact the ARC for guidance on how to apply.

SICK BANK

Effective June 1, 2021, it is now at our option whether to deplete our SK bank prior to collecting SDI benefits. We may no longer integrate benefits.

There is no requirement to use our sick bank prior to collecting CASDI.

IF YOU HAVE NOT RECOVERED BY THE EXPECTED RECOVERY DATE

You are eligible to receive benefits until the expected recovery date provided by your doctor/provider. If you have not fully recovered, and if you have not exhausted your one year benefits period, you may be able to update your claim. To do so:

- Your doctor/provider must fill out the Physician/Practitioner's Supplementary Certificate (DE 2525XX) form mailed to you with your final payment.
- Your doctor/provider can submit the form online through myEDD, or by mail.
- The form must be returned to EDD within 20 days of the date on the form.

WHEN YOU HAVE RECOVERED

If you recover or return to work on the date provided by your doctor/provider, your claim will stop automatically. You do not need to do anything.

If you recover or return to work before the date provided by your doctor/provider, complete one of the following available through the EDD:

- The Disability Status section of the Claim for Continued Disability Benefits (DE 2500A)
- The Recovery or Return to Work Certification portion of the Notice of Automatic Payments (DE 2587)
- Question 1 of the Disability Claim Continuing Eligibility Questionnaire (DE 2593)
- Use the Claim Update function on myEDD

CHECKLIST

STEP 1 - Call in sick.

STEP 2 - Submit the Comply form. As reviewed earlier, you may do this prior to calling in sick if the date of absence is known.

STEP 3 - Set up a myEDD account and apply for California State Disability at www.edd.gov

STEP 4 - Have a medical certification completed. Ensure your doctor or provider knows to complete the medical certification. The date they put on the form as “Date of Disability” will start the “clock” on your State Disability compensation.

STEP 5 - Review benefits information, including how you will be compensated by the EDD

STEP 6 - Receive your first payment. It takes about two weeks to process a new application for SDI benefits and issue payment

STEP 7 - Manage your benefits. Read and complete all applicable forms sent to you by the EDD. You must report to EDD if you receive any wages or engage in any paid work. You are eligible to receive SDI benefits until the expected recovery date provided by your doctor/provider. If you have not recovered, you may be able to update and extend your claim.

STEP 8 - End your benefits. If you recover or return to work on the date provided by your doctor/provider, your claim will stop automatically. If you recover before the estimated recovery date, notify the EDD.

CQ/QI

Once you have received your clearance to return to work, contact the AA Training Department (1-800-VIP-CREW) to schedule your CQ if your Base Month/Grace Month have passed. The Training Department tries in every case to assign a returning flight attendant to a CQ class as close to the return date as possible,

Qualifications lapse 14 months after your last CQ. If your qualifications lapse, you will be coded as QI. This will have no effect on your State Disability payments.

If you go QI, the Training Department will assign you an additional WBT module in The Learning Hub titled “While You Were Away.” Please be sure to complete this module prior to arriving at CQ. If you do not see this module loaded, contact the Training Support Desk for assistance.

CONTACT

If you have questions about your claim, the EDD website, or EDD services, you can contact the EDD:

- Online
- By phone
- By mail

ONLINE

SDI Online is the fastest way to file and get information about your DI claim. You can ask questions and get direct responses by following these steps in SDI Online:

1. Log in to [myEDD](#).
2. Select **SDI Online**.
3. On your Home page, select the Claim ID of your current claim.
4. Select **Request Claim Update** in the Claim Information section.
5. Choose a Request Type from the dropdown menu and select **Next**.
6. Add your specific question to your claim.

Note: All questions and direct responses are confidential.

PHONE

Use the SDI Automated Phone Service to:

- Get information.
- Contact a live representative.
- Get technical help with myEDD or SDI Online.

Statewide Toll-Free Numbers:

- English: [1-800-480-3287](tel:1-800-480-3287)

SDI staff are available from 8 a.m. to 5 p.m. (Pacific time), Monday through Friday. SDI offices are closed on [state holidays](#).

MAIL

For general DI or PFL questions (not related to a specific claim), you can contact EDD by mail:

Employment Development Department
PO Box 826880 - DICO, MIC 29
Sacramento, CA 94280-0001

Important: Do not mail applications or claim-related materials.

Please feel free to contact me with any questions.

John

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