



# SHORT TERM DISABILITY

The Hartford is now Lehigh's STD administrator. Follow this simple three-step process to ensure a smooth claim experience.

## ***1. Contact The Hartford***

Call 1-866-945-7781  
or go to

<http://www.TheHartfordAtWork.com>

Register your claim using  
policy number

**072643**

## ***2. Contact Human Resources***

Call or email Patti Glasgow at  
610-758-3936

or

[pjg209@lehigh.edu](mailto:pjg209@lehigh.edu)

Let her know you've initiated a claim.

## ***3. Keep your supervisor informed***

*Give your supervisor as much information as possible about the timing and length of your absence. Keep him or her updated by checking in regularly. (Remember: You don't need to share medical information with anyone but The Hartford.)*



# LEHIGH UNIVERSITY