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| **Steven M. Bush, CPDM** | Okemos, MI 48864 ▪ sparty11@wowway.com  (517) 862-6218 ▪ linkedin.com/in/steven-bush-80030010/ |

**Director Disability, Leave & Employment**

*22+ years of coordinating and implementing full range of HR benefit administration and risk solutions specific to life, disability, and leave program*

Results-driven and solutions-focused HR Professional delivering mutually beneficial absence, employment, and disability solutions for employees and organization. Proven success designing comprehensive Leave Management programs from initiation to delivery. Leverages clinical and legal proficiency to devise creative and empathetic solutions for medical, absence, and disability issues. Demonstrated excellence in assessing claims for benefit entitlement by reviewing contractual, medical, functional, and occupational information. Function as subject matter expert for intersection of leaves and disability issues with FLMA, Workers’ Compensation, ADA and other laws, statutes, regulations and policies, appropriate leave processes and procedures etc. and provided litigation support, acting as primary liaison with Legal Division on employment law and human rights cases Skilled in interpreting, recommending, drafting, and effectively communicating legally compliant HR practices, policies, procedures, and initiatives.

**Highlights of Expertise**

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| * Disability/ Leave & Employment Management * Human Resources * Project & Plan Management & Oversight * Behavior Health Management * Legal Acumen * Stakeholders/Supplier/Vendor Management | * EEO, HIPAA, FMLA, ERISA & ADA * Work & Medical Case Management * Risk Mitigation & Employee Safety * Performance Evaluations * Cross-Team Collaboration * Team Leadership & Training |

**Career Experience**

**Consumers Energy, Jackson, MI**

*Consumers Energy is a public utility that provides natural gas and electricity to 6.6 million of Michigan's 10 million residents.*

**People & Culture- Manager, Integrated Absence & Disability Services** (Sep 207 to June 2020)

Spearheaded Team and Integrated Absence & Disability Services function, including comprehensive Leave Administration Program - STD, LTD, Military, FML, State, Personal, & Transitional/ RTW restricted duty accommodation, self-admin/ insured Workers Comp program. Administered overall aspects of Americans w/ Disabilities Act (ADA) Reasonable Accommodations Program. Controlled DOT/ Federally regulated Fitness for Duty Drug Screen Program & Employee Assistance/ Guidance Resources Programs. Established State-wide Occupational Health Clinic matrix, sustaining interface responsibilities for drug screen collection and occupational injury care. Organized and conducted clinical reviews, analysis, and approvals for Disability Retirement benefit & Disabled Dependent Healthcare eligibility under CMS Energy Benefit Plans.

* Facilitated workers in better understanding compensation process by decreasing communication gap with union workforce.
* Conceptualized and deployed company-wide, on-site, Certified Athletic Trainer Program in liaison with Corp safety. *What did that achieve Steven?*
* Pioneered fully Integrated Absence & Disability Services organization, from designing vision to final development, vendor selection, and implementation of best practices.
* Drove performance improvements by training leaders and workforce; led and developed all absence & disability education & training materials.
* Fostered positive and lasting external vendor, supplier, and provider contracted relationships as well as, internal corporate relationships with Corporate Safety, Risk Management, Accounting, Payroll, HR Operations, and Employee Benefit for on time issue resolution, and efficient benefits administration for employees.
* Defended absence/ disability-related EEOC complaints by delivering company response to Department of Labor (DOL) inquiries, and partnering with Legal counsel to draft legal strategies, and represent company during litigation to mitigate risk & exposure.
* Appointed as Co-Lead for in-house, Corporate Certified Athletic Trainer (ATC) program and as visible Corporate Subject Matter Expert (SME) for employee medical, absence, and disability issues – provided expert guidance on complex medical, absence, and disability employment matters.

Additional Experience

**HR- Worker’s Compensation Program Manager, Corp Risk Management** (2006 to 2006) ▪ Little Caesar Enterprises/ Ilitch Holdings, Detroit, MI

**HR- Sr. Worker's Compensation & Employee Disability Analyst** (2004 to 2006) ▪ DTE Energy Company, Detroit, MI

**HR Generalist/ Medical Records Clerk** (1998 to 2001) ▪ Wohlert Corporation, Lansing MI

**United States (US) Navy** (1991 to 1997) ▪ San Diego, CA, and Okinawa

**Education & Credentials**

Bachelor of Arts - Interdisciplinary Studies in Human Resources

*College of Social Sciences, Michigan State University, East Lansing, MI*

Associates Degree - General Studies with HR Major

*Lansing Community College, Lansing MI*

**Graduate US Naval Hospital Corps School**, San Diego, CA

**Graduate US Naval Leadership Candidate School**, San Diego, CA

Professional Development

**Certified Professional in Disability Management** **(CPDM)** | Insurance Educational Association, Online Course Curriculum (2017)

**Certified Workers Compensation Professional (CWCP)** | Human Resources Executive Education, Michigan State University (2010)