# **Important Contacts**



## Controller's Office / Payroll

- Employees with last names A → K Ngoc (Kayla) Bui (415)476-8422 ngoc.bui@uscf.edu
- 2. Employees with last names L → Z
  Catherine Healy Brock (415)476-2886
  <a href="mailto:catherine.healy@ucsf.edu">catherine.healy@ucsf.edu</a>
  - Questions regarding benefits while on leave
  - Personal payment (insurance premiums, Personal Payment Letter)
  - Over-deductions
  - Form completion (UPay-850)

## **Benefits and Leave Management Office**

415-353-4545 www.mcloa@uscf.edu www.mcbenefits@ucsf.edu

- Questions regarding completion or status of UC Statement (please wait at least 10 days after your leave begins before you call)
- FMLA/CFRA
- PTO/EST/sick leave/vacation
- Benefits enrollment or changes
- Leave extensions (also available online)

#### **Liberty Mutual Insurance**

800-838-4461

#### www.mylibertyconnection.com

- Questions regarding disability replacement payments
- Problems getting/submitting Provider Certification Letter
- Leave extensions