

# Voya Leave Management

If you need to miss work for an extended period of time due to a life event:

- Connect with your manager, HR dept about your potential absence
- Start a claim by calling 1-888-973-3652 Monday - Friday, 8 am - 6 pm EST. You can also file by visiting [mybenefitshub.voya.com](https://mybenefitshub.voya.com) or scanning the QR code



## Important things to remember:

- Group Name: Arcwood Environmental, LLC
- Group Number: 746355
- Sign the required authorization to release your health information from your healthcare provider.
- If you are covered under a statutory plan, your Case Specialist will advise you on next steps
- **Note:** Benefits will be delayed if this process is not followed.

Voya Leave Management services are provided in part by Disability Reinsurance Management Services, Inc.

Disability Income Insurance is underwritten by ReliaStar Life Insurance Company (Minneapolis, MN), a member of the Voya® family of companies.

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