

Help at Home (HaH) New LEAVE Process Beginning July 10, 2023 *

Employees Contact HaH Leave Administrator, Broadspire, to initiate a leave.

- Phone intake 24/7: (888) 644-8643 or <https://leavetech.my.site.com/connect>
 - You will be asked for basic demographic information such as name, date of birth, etc...
 - You will be provided with a case manager and their direct extension upon starting your claim.
 - Employees will be able to register on <https://leavetech.my.site.com/connect>
 - Click on “Activate Login” and you will be asked for your email address.
 - Follow prompts to create your account.
- Broadspire will manage the claim by collecting information and coordinating with the employee and HaH.
- **Text/SMS:** Employee may opt-in and respond to Text/SMS message
- Fax: (859) 550-2744
- <https://leavetech.my.site.com/connect> Portal Support: BroadspirePortalSupport@choosebroadspire.com
- Additional information may be located at:
Help at Home Knowledge center <https://support.helpathome.com>

* (If you feel your personal circumstances are impacting your ability to work your normal schedule, please also communicate with your manager or HR.)

