CONTACT PERSONS:

Andreas Foede  
BEM representative  
Tel: 39-29876  
E-Mail: bem@uni-mainz.de

Dr. Jana Leipold  
Deputy BEM representative  
Tel: 39-25433  
E-Mail: bem@uni-mainz.de

Office hours by arrangement

Staff Council  
Tel: 39-25551 (secretary)  
E-Mail: personalrat@uni-mainz.de  
Office hours by arrangement

Further information on BEM at JGU, such as „What happens to my data?” or „Has a rejection of the BEM any consequences for myself?” etc. can be found on our website:

www.bem.uni-mainz.de

If you have any questions, don’t hesitate to contact us!

Date of publication: August 2023

Image Sources: Titelseite: ©gongzstudio/123RF.COM | Portrait A. Foede: Fotostudio Greber | Dr. J. Leipold: Angelika Stehle
What is Occupation integration management (BEM)?

Operating Integration Management (BEM) is an offer of the employer to **support your return to the workplace after a period of illness**. The participation is **voluntary**. You decide if you want to take it.

BEM aims are to **develop possible solutions** together, which enable your successful return to work on one hand and take into account your future ability to work on the other hand.

**Steps within the BEM procedure**

1. **Any Questions?**
   - Contact our BEM contact persons.
   - You will receive a written **offer for a first briefing** on BEM as soon as you were on sick leave uninterrupted or repeatedly incapacitated for more than 6 weeks within the last 12 months.

2. In the **confidential personal briefing**, the BEM representative informs you about the BEM procedure and answer your questions. **You decide** if you want to make use of the BEM opportunity.

3. Depending on requirements and needs, an **analysis of the current situation** takes place in further discussions. The aim is to formulate **goals** and specify **potential measures**. If we think it might be helpful, we will **invite internal and external partners**, with your consent, e.g. the inhouse medical office, occupational safety, integration office or person of your trust.

4. **The BEM representative will perform a final talk** with you to check if the measures were successful and goals were achieved.

5. **During the implementation** of the agreed measures, you will be accompanied.