



UNIVERSITAT DE VALÈNCIA

INFORMATION ON SOCIAL SECURITY AND UNEMPLOYMENT BENEFITS FOR ADMINISTRATION AND SERVICES STAFF, AND RESEARCH STAFF

The social security system in which the administration and services staff and the research staff of the University of Valencia are included is the **General Regime**.

The following should be considered:

If you are in any of these situations:

- **Temporary Disability (TD):** Since 01/04/2023, the National Institute of Social Security (INSS) directly provides the university, through the Social Security Section, with all the information regarding the dates on medical sick leave, confirmation and discharge reports. **You do NOT NEED TO SUBMIT ANY MEDICAL REPORTS to justify your temporary disability.**
 - If your situation of temporary disability was caused by a work accident, occurring at your workplace or on your way to or from work, you must contact the mutual insurance company UMIVALEACTIVA, by phone on 900365012, or directly to any of its centres (You can find the network of centres at <https://umivaleactiva.es/umivaleactiva.es/red-de-centros>). **YOU DO NOT NEED TO SUBMIT ANY MEDICAL REPORTS to justify your temporary disability.**
- **Birth and Child Care Leave (NYCM):** The INSS informs the UV of births and other circumstances entitling you to take this leave. **The Social Security Section will inform you about the possibilities for taking this leave and the procedures and forms that you must submit to the INSS to receive financial support.**
 - YOU DO NOT NEED TO SUBMIT ANY SUPPORTING DOCUMENTS to start the procedure for **Leave due to the birth of a child for the biological mother or Leave for the parent other than the biological mother, if you have registered at the Civil Registry.**
 - For cases of **adoption, guardianship for the purposes of adoption and fostering,** or if you want to start **leave for the parent other than the biological mother, but have not registered at the Civil Registry, you must inform the Social Security Section of your situation by sending an email to seccionss@uv.es.**
- **Risk during pregnancy or breastfeeding:** If you consider that your working conditions pose a risk to your pregnancy or breastfeeding, you should contact the Prevention and Environment Service: prevencio@uv.es.
- **Termination of your employment relationship:** You may **request the company certificate** to process your **unemployment benefit** from the Public Employment Service by sending an email to seccionss@uv.es, stating your NIF (Tax ID No.)/NIE (Foreigner Tax ID No.), Surname and Name, and the date of termination.

FOR ANY QUESTIONS OR QUERIES, PLEASE SEND AN EMAIL TO THE SOCIAL SECURITY SECTION:
seccionss@uv.es.