

Policy Category: Administrative Policies – Human Resources

Policy Number: 31.002

Policy Issued: 1/1/2001

Policy Revised: 12/03/2010

Policy Reviewed: 1/24/2020

Policy Title: Family Medical Leave Act - FMLA

Policy Approved:

Resolution #:

Pages: 2

Basic Leave Entitlement

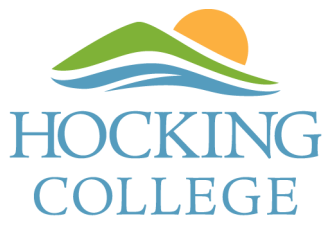
FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for the following reasons:

- For incapacity due to pregnancy, prenatal medical care or child birth;
- To care for the employee's child after birth, or placement for adoption or foster care;
- To care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or
- For a serious health condition that makes the employee unable to perform the employee's job.

Military Family Leave Entitlements

Eligible employees with a spouse, son, daughter, or parent on active duty or call to active duty status in the National Guard or Reserves in support of a contingency operation may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is a current member of the armed Forces, including a member of the National Guard or Reserves, who has a serious injury or illness incurred in the line of duty on active duty



that may render the service member medically unfit to perform his or her duties for which the service member is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list.

Cross Reference: Professional Bargaining Unit, Support Bargaining Unit, and OPBA contracts