

FAMILY & MEDICAL LEAVES OF ABSENCE

Family and Medical Leaves of Absence (FMLA) is available to eligible residents/fellows (those who have been employed for at least 12 months and worked 1,000 hours) who wish to take time off from work duties to fulfill covered family obligations relating directly to childbirth, and child-rearing, adoption, or placement of a foster child; or to care for his/her own serious health condition, (emergent or non-emergent), or a child, spouse, domestic partner or parent with a serious health condition. For military service personnel or spouses of military service personnel in the military or military reserves, there are various leaves available in addition to FMLA (see *Military Leave* policy). A serious health condition is defined by law and means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility, or continuing treatment by a health care provider.

Residents/fellows requesting FMLA are required to submit a health care provider's statement verifying the need for a family leave to receive or to provide care (whichever is applicable), its beginning and expected ending dates, and the estimated time required. This should be provided to the CAHC. Depending on the provider's statement, additional medical documentation may be required. It is critical and required that the resident/fellow also notify his/her Program Director as soon as it is known that the resident/fellow requires a FMLA leave.

Under Connecticut law, eligible residents/fellows (those who have been employed for at least 12 months and worked 1000 hours) may request up to a maximum of 12 weeks of family leave during any 24-month period.

Residents/fellows will be required to use their vacation time and sick time for family leave time at the beginning of their leave and such time counts as leave time. If additional time is needed, it will be unpaid leave, but benefits will continue through the entire 12 week period. The resident/fellow will need to reimburse the Consortium for the benefit payroll deduction for the weeks taken without pay, except for the first 3 months of health insurance, as noted below. Married resident/fellow couples will be restricted to a combined total of 16 weeks leave within any 24-month period or 12 weeks separately under Federal law, for childbirth, child-rearing, adoption, or placement of a foster child or to care for a parent with a serious health condition. Each situation is unique to a resident/fellow and therefore, formal consultation with the CAHC to consider eligibility and appropriate maximum allowable leave is necessary. All family leave rules are a reflection of the Connecticut <http://www.ctdol.state.ct.us/wgwkstnd/laws-regs/famedreg.pdf> and Federal law <https://www.dol.gov/whd/fmla/employerguide.htm>.

Subject to the terms, conditions, and limitations of the applicable plans, health insurance and other benefits will continue during FMLA. Any resident/fellow on family leave must provide his/her Program Director with at least two weeks advance notice of the date the resident/fellow intends to return to work. If a resident/fellow fails to report to work promptly at the end of the approved leave period, the appointment with the UConn SOM and the employment with CAHC will be considered terminated. Nothing in this policy should be construed as altering the requirements of a resident's/fellow's Board eligibility requirements.

Taking any leave (especially when multiple leaves or absences occur in the same contract year) may negatively impact the time necessary to complete the program requirements for graduation as well as Board eligibility (see "*Contract Extension Due to Leave*" policy).

Residents/Fellows Policies and Procedures Manual

Any FMLA that goes beyond 12 weeks may result in the termination of the appointment with UConn SOM and the end of employment with CAHC.

Residents/Fellows are responsible for understanding their Residency Review Committee/Program requirements for program completion as well as their Board requirements regarding Board eligibility, specifically as it relates to time away from their program.

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