



An ineligible employee cannot take family medical leave time, but may be entitled to time off under other University policies.

### Leave Entitlement

An eligible employee may take FMLA leave for any of the following reasons:

- For the birth and after care of the employee's child, adoption or foster care placement of a child;
- For the care of the employee's spouse, child or parent who has a serious health condition;
- For a serious health condition that makes the employee unable to perform the essential functions of his or her job; or
- For any qualifying exigency arising out of the fact that a spouse, son, daughter or parent is a military member on covered active duty or call to covered active duty status.

An eligible employee may also take up to 26 workweeks of leave during a "single 12 month period" to care for a covered service-member with a serious injury or illness when the employee is the spouse, son, daughter, parent or next of kin of the service-member.

Under some circumstances, employees may take FMLA leave on an intermittent or reduced schedule basis. That means an employee may take leave in separate blocks of time or by reducing the time he or she works each day or week for a single qualifying reason.

### Serious Health Conditions:

A "serious health condition" includes illness, injury, impairment or physical or mental condition involving:

- Any period of incapacity requiring continued treatment by a healthcare provider, and absence from work for more than three days;
- Inpatient care, or continuing treatment by a healthcare provider,
- An overnight stay in a hospital, hospice, or residential medical facility (includes any related incapacity or subsequent treatment).
- Pregnancy or prenatal care
- Chronic conditions that require periodic visits for treatment (Over an extended period or episodic)
- Any period of incapacity that is permanent or long-term due to a condition for which treatment may not be effective.

An absence due to an incapacity of more than three consecutive days caused by an injury



