

Serious Health Condition Paid Leave

This benefit is to help bridge the gap to short term disability and its waiting period. This benefit can also be used for time off for communicable disease quarantine or testing period. Serious health condition paid leave has been created to be used for illness or injury requiring 40+ hours out of the office with a physician's note and can be used for self or for the care for a spouse, partner, parents and children. This leave can also be used for less than 40 hours as needed for communicable disease quarantine or testing.

After completing the second year of employment, 40 hours of serious health condition paid leave will be provided to the employee. Employees will then receive 40 hours of serious health condition paid leave on an annual basis on their employment anniversary.

Before an employee can access their serious health condition paid leave benefits, the employee must provide a written physician certification to Human Resources that the employee and/or their dependent is suffering from a "serious health condition" consistent with FMLA requirements such as an injury, illness, or communicable disease quarantine/testing. FMLA forms are initiated by Human Resources for health related absences lasting more than three days. These forms are to be completed by the employee and then taken to their physician for completion.