

Family and Medical Leave Act of 1993 and
National Defense Author (t)3.Tu

which provides employees with temporary leave from their employment
or adoption of a child, the serious health condition of a family member,
health condition. I will attempt to briefly highlight the important aspects of

Policy/Procedure to Dickinson College employees as follows.

The provisions of the Act go into effect on August 5, 1993. In order to be
protection of the Act, a Dickinson employee must be employed by the College
months and for not less than 1,250 hours.

The Act provides that Dickinson employees shall be entitled to an unpaid
weeks in any 12-month period, providing that the employee gives the College
"Family Leave" is defined as leave from employment to provide care which
of one of four events:

- x The birth of an employee's child.
- x The adoption of a child by an employee.
- x The serious health condition of a spouse, son, daughter, or parent.
- x The serious health condition of the employee.

Employees have the option of taking the leave provided by the Act in either
"reduced leave schedule". This option allows the employee to work shorter
shorter workdays for the College. However, it does not reduce the total
work weeks or 60 days) to which the employee is entitled.

When an employee is on leave pursuant to the Act, the College is required to
health care coverage agreement the employee would have enjoyed had the employee
employment on the same basis. While the College is not required to pay the employee
under the Act, the College can require an employee, or the employee may use
accrued paid vacation leave during the leave period. The same option exists for
own serious health condition, one can use accrued sick leave. The Act does not
constitute a requirement on the part of the College to provide paid sick leave
would not be provided.

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A Dickinson employee who returns to work after a Family and Medical Leave Act leave is entitled to be "restored" to the position which he or she held prior to the leave or to "an equivalent position of like seniority status, employment benefits, pay, and other terms and conditions of employment". If an employee doesn't return to work at the conclusion of leave for reason other than a) the continuation of recurrence of his or her serious health condition/or that of a spouse/parent/son/daughter or b) circumstances beyond the control of the employee, the College can recover the premiums paid to provide health care coverage for the employee during the leave.

For further information regarding the details of the Family Medical Leave Act or if you have an of employmentImga,nprtaige can rehe 4 (l)-12 (t)-2 e is A Di496.32ckTol ofan re(i)-2 (on oo (dur)3 (i)-

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Some leaves under FMLA may be eligible for paid leave under Sick Leave, Short-Term Disability (STD) or Maternity/Adoption Leave provisions. (See respective sections for eligibility and specific provisions/limitations.) All applicable leave time (paid and unpaid) will be applied to FMLA.

Under FMLA, employees may take leave for serious health conditions intermittently or on a reduced leave schedule. In instances of requests for family leave related to the birth or adoption of a child, FMLA does not require the college to allow intermittent leave or leave on a reduced schedule. However, the college may consider doing so on a case-by-case basis. This option allows the employee to work shorter workweeks or shorter workdays to take leave equivalent to the specified 12 workweeks or 60 workdays. For example, an employee and the supervisor may agree to allow the employee to take eight weeks off and then return to work for eight weeks.