

WASHINGTON COUNTY FAMILY MEDICAL LEAVE (FML) POLICY

I. PURPOSE

The purpose of this policy is to define the provisions and processes for eligible employees to take protected leave for qualifying medical and family circumstances. This policy is intended to comply with federal and state laws regulating these leaves of absence.

II. SCOPE

This policy applies to all Washington County employees.

III. POLICY STATEMENT

The Washington County Family Medical Leave (FML) Policy provides protected leave for family and medical reasons in accordance with the federal Family and Medical Leave Act of 1993 (FMLA) and the Oregon Family Leave Act (OFLA). The purpose of these laws is to secure the right of eligible employees to respond to their own serious health needs and those of their qualified family members. Federal and state laws protect an employee against loss of employment for reasons related to the leave, and in some cases, against loss of insurance coverage in the event an employee must be absent from the workplace due to a qualifying event. The laws also provide for reinstatement to the employee's former or an equivalent position. Washington County's FML Policy has been designed to consolidate provisions of both State and Federal laws in such a way as to allow employees the maximum advantage.

IV. ELIGIBILITY

For purposes of this policy, employees include probationary, regular status, seasonal and/or temporary employees. Employees who are absent from work due to service in the National Guard or the Reserves shall have their time spent in military service count toward the eligibility requirements for FML.

The following table lists employee eligibility requirements under both FMLA and OFLA.

Oregon Family Leave Act (OFLA)	Family and Medical Leave Act (FMLA)
<ul style="list-style-type: none"> ▪ Employee must have worked for Washington County for at least 180 days immediately preceding commencement of the leave in order to be eligible, <i>and</i> ▪ Employee must have worked an average of at least 25 hours per week during the 180-day period. ▪ For purposes of 'Parental leave', an employee does not need to meet the average weekly hour requirement, but is required to have worked for Washington County for at least 180 days immediately preceding the commencement of the leave. 	<ul style="list-style-type: none"> ▪ Employee must have worked for Washington County for at least 12 months, which need not be consecutive, <i>and</i> ▪ Employee must have worked for at least 1,250 hours for Washington County during the 12 months preceding the leave.

For employee medical leaves that are not qualified under either the Family and Medical Leave Act or the Oregon Family Leave Act, more information is provided at the end of this policy.

V. QUALIFYING EVENT

The following table lists reasons that an employee may qualify for Family Medical Leave under federal and/or state law:

Oregon Family Leave Act (OFLA)	Family and Medical Leave Act (FMLA)
<ul style="list-style-type: none"> ▪ For a parent to provide care for a newborn, newly adopted, or newly placed foster child under 18 years of age; or for an adopted or foster child older than 18 years of age if the child is incapable of self-care ('parental leave') ▪ For the employee to provide immediate and necessary care for a qualified family member with a serious health condition because of a mental or physical disability ▪ For the employee's own serious health condition ▪ To provide immediate and necessary care for the employee's child who is suffering from an illness, injury, or condition that is not a serious health condition, but requires home care ('sick child leave'). Sick child leave may only be taken provided another family member is not willing and able to care for the child. ▪ A female employee may take a total of 12 weeks of additional leave within any 12 month period for an illness, injury or condition related to pregnancy or childbirth that disables the employee. ▪ An employee who takes 12 weeks of 'parental leave' may take an additional 12 weeks to care for a child of the employee who is suffering from an illness, injury, or condition that is not a serious health condition, but that requires home care ('sick child leave'). 	<ul style="list-style-type: none"> ▪ For the birth and care of the newborn child of the employee. ▪ For the placement of a child for adoption or foster care with the employee. ▪ To provide immediate and necessary care for the employee's own parent (including individuals who exercise parental responsibility under state law), child, or spouse with a serious health condition. ▪ For the employee's own serious health condition.

VI. QUALIFYING FAMILY MEMBER

The following table lists family members that are qualified under FMLA and OFLA.

Oregon Family Leave Act (OFLA)	Family and Medical Leave Act (FMLA)
<p>Qualified family member includes:</p> <ul style="list-style-type: none"> ▪ Spouse ▪ Parent ▪ Parent-in-Law ▪ Biological, adopted or foster child ▪ Same-sex domestic partner ▪ Parent of a same-sex domestic partner ▪ Child of same-sex domestic partner ▪ Person standing <i>in loco parentis</i> ▪ Grandparent or grandchild of the employee 	<p>Qualified family member includes:</p> <ul style="list-style-type: none"> ▪ Spouse ▪ Parent ▪ Person standing <i>in loco parentis</i> ▪ Biological, adopted or foster child under age 18

- An "In Loco Parentis" relationship exists when one party in the place of a parent has been responsible for day-to-day care and financial support of the other. A legal or biological relationship is not necessary.
- For the serious health condition of a child, FMLA restricts the leave for children under age eighteen (18) years of age, except when the child is incapable of self-care due to a physical or mental impairment.
- An OFLA-eligible employee may take leave even for an adult child who has a serious health condition. However, under OFLA, children must be under the age of eighteen (18) to qualify for "sick child leave".

VII. SERIOUS HEALTH CONDITION

The following table lists definitions of serious health condition under the Family and Medical Leave Act and the Oregon Family Medical Leave Act:

Oregon Family Leave Act (OFLA)	Family and Medical Leave Act (FMLA)
<ul style="list-style-type: none"> ▪ Illness, injury, impairment, or physical or mental condition that requires inpatient care in a hospital, hospice, or residential medical care facility; or ▪ Illness, disease, or condition that in the medical judgment of the treating health care provider poses an imminent danger of death, is terminal in prognosis with a reasonable possibility of death in the near future; or ▪ requires constant care or continuing care such as home care administered by a health care professional; or ▪ A period of incapacity where the employee is unable to perform an essential job function and any subsequent treatment of recovery period. The incapacity must involve (1) two or more treatments by a health care provider or (2) one treatment plus a regimen of continuing care; or ▪ A period of incapacity or treatment for a chronic serious health condition that requires periodic visits for treatment from a health care provider, continues over an extended period of time, and may cause episodic rather than a continuing period of incapacity; or ▪ Involves permanent or long term incapacity due to a condition for which treatment may not be effective; or ▪ Involves multiple treatments for restorative surgery or for a condition such as chemotherapy for cancer, physical therapy for arthritis, or dialysis for kidney disease that if not treated would likely result in incapacity of more than three days; or ▪ Any period of disability due to pregnancy or childbirth or period of absence for prenatal care. 	<ul style="list-style-type: none"> ▪ Illness, injury, impairment, or physical or mental condition involving incapacity or treatment connected with inpatient care in a hospital, hospice, or residential medical care facility; or ▪ Continuing treatment by a health care provider involving a period of incapacity: <ol style="list-style-type: none"> (1) requiring absence of more than three (3) consecutive calendar days from work which involves (a) treatment two or more times from a health care provider, a nurse or physician under the supervision of a health care provider, or under orders of or referral by a health care provider or (b) treatment by a health care provider on a least one occasion which results in a regimen of treatment under the supervision of the health care provider; or (2) due to a chronic serious health condition; or (3) requiring absences to receive multiple treatments (including recovery periods) for restorative surgery or a condition that if left untreated would likely result in incapacity for more than three (3) days; or (4) due to pregnancy or for prenatal care. (5) which is permanent or long-term due to a condition for which treatment may not be effective

VIII. DURATION OF LEAVE

A. All Qualifying Events under FMLA and OFLA

1. Employees are permitted to take a total of twelve (12) weeks of leave in a 12-month period for any qualifying event. In most cases, FMLA leave and OFLA leave will run concurrently. Employees using qualified OFLA leave for circumstances not covered by FMLA may take additional protected leave for FMLA-qualifying conditions.
2. One week of FML is based on the employee's regular work schedule prior to the start of the leave.
3. Leave for the birth of the employee's child, or the placement of a child for adoption or foster care with the employee ('parental leave') must be taken within twelve (12) months of the birth or adoption. Parental leave must be taken in one continuous block and may not be taken intermittently.
4. Two family members that are both employees of Washington County may take FML concurrently only under the following circumstances:
 - a. under FMLA for parental leave or leave to care for an employee's parent with a serious health condition, but limited to a combined total of 12 weeks between the eligible employees in either circumstance, or
 - b. under OFLA where one employee needs to care for the other employee who is suffering from a serious health condition, or
 - c. under OFLA where both employees are suffering from a serious health condition, or
 - d. under OFLA where one employee needs to care for a child who has a serious health condition while the other employee is also suffering a serious health condition, or
 - e. under certain circumstances, subject to business needs, and subject to review and approval by appointing authorities of each employee in coordination with the Human Resources Manager.
5. Disability leave for the birth of a child and for an employee's own serious health condition will be designated as qualified under both FMLA and OFLA and will run concurrently.
6. Disability leave due to a compensable on-the-job injury will be designated as qualified under FMLA only. However, if the employee refuses a bona-fide offer of modified duties prior to becoming medically stationary, the leave shall be designated as qualified under both FMLA and OFLA and shall run concurrently.

B. Additional Leave under OFLA

A female who takes leave for a pregnancy related disability (including routine prenatal care) may take up to an additional twelve (12) weeks of leave for any other OFLA-qualifying purpose.

Male or female employees who use a full twelve (12) weeks of parental leave may use up to twelve (12) additional weeks in the same leave year for sick child leave. If an employee does not take a full twelve (12) weeks of parental leave, he or she is only

entitled to take sick child leave up to his/her twelve (12) week entitlement. Sick child leave is allowed only under OFLA.

C. Leave Year Designated as Calendar Year

It is the policy of Washington County to use a calendar year (January to December) when calculating available leave for the employee. Generally, eligible employees will be allowed up to twelve (12) weeks of qualifying leave between January 1st and December 31st of each year.

IX. MEDICAL CERTIFICATION REQUIREMENTS

The County requires completion of the *Certification of Health Care Provider* by the attending health care provider(s) for leave to care for an employee's family member with a serious health condition, or the employee's own serious health condition, including disability for pregnancy and following childbirth. The written certification must include satisfactory evidence that confirms the illness of the employee or their immediate family member, provide an estimate of when the employee will be able to return to work, state whether the employee's incapacity will require intermittent treatments, state the estimated frequency and duration of such treatments and provide the estimated period for recovery, if known.

If leave is foreseeable, this *Certification of Health Care Provider* must accompany the employee's request for FML. If the leave is unforeseeable, the employee must submit a *Certification of Health Care Provider* within fifteen (15) days of the County's written request. Failure to provide the required certification may result in denial of the rights and protections of FMLA and OFLA.

If the serious health condition is related to a family member, the attending health care provider must indicate on the *Certification of Health Care Provider* form that the employee is needed to provide care (which may include psychological comfort).

When the medical certification is unclear, or its validity is in doubt, the County may require the employee or family member to obtain a second or third opinion at the County's expense.

For leave requests based on pregnancy, chronic, or long term conditions, the County may request a new *Certification of Health Care Provider* not more than every thirty (30) days unless: (1) an employee requests an extension of leave; (2) the duration or nature of the condition has changed significantly; or (3) the County receives information casting doubt on the employee's reason for the absence.

When the leave extends beyond a period of one (1) year, such as with intermittent leave, the County may also require a re-certification by a health care provider that there is a continuing need for leave.

The County may require medical verification for leave taken for the non-serious health condition of a child requiring home care (sick child leave) after the third incident, day, or occurrence of sick child leave and every subsequent occasion during the leave year.

HEALTH CARE PROVIDER:

Practitioners in the following disciplines are considered health care providers for purposes of

FMLA and OFLA. All of the following must be authorized to provide health care by the State in which they practice:

- Doctors of Medicine or Osteopathy
- Podiatrists
- Dentists
- Clinical Psychologists
- Optometrists
- Chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by x-ray to exist)
- Nurse Practitioners
- Midwives
- Clinical Social Workers
- Naturopathic Physicians
- Christian Science practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts.
- A health care provider as defined above who practices and is licensed in a country other than the United States.

X. INTERMITTENT OR REDUCED WORK SCHEDULE LEAVE

- A. Employees may take their FMLA/OFLA leave consecutively or intermittently. Under certain circumstances, employees may use their leave to reduce the work week or work day, resulting in a reduced hour schedule.
- B. Intermittent leave or reduced work schedule leave may be requested by the employee to provide immediate and necessary care for the employee's own serious medical condition, or for a serious health condition of a qualified family member.
- C. Parental leave must be taken in one continuous block of time and may not be taken intermittently or through a reduced schedule.
- D. Employees requesting intermittent leave or reduced schedule leave that is foreseeable must notify their supervisor as soon as possible.
- E. Employees may be asked to schedule leave periods so as not to unduly interfere with county operations. The county reserves the right to temporarily place an employee in an available, alternative position with equivalent pay and benefits if the alternative position would better accommodate the intermittent or reduced schedule. If leave is also OFLA qualifying, the County will seek the employee's permission to do this.
- F. In the case of an intermittent or a reduced work schedule leave, the employee's position retains its designated FTE status (full-time or part-time). The difference between hours usually scheduled and actual hours worked must be covered by use of accrued leaves if available.

XI. SENIORITY, LEAVE BALANCES, ACCRUALS AND OTHER BENEFITS

- A. Employees on qualified leave will retain accrued balances for sick leave, compensatory time, administrative leave, floating holiday and vacation leave earned prior to leave, except for the amount of leave accruals used during the leave.
- B. Employees will be eligible for holiday pay as provided for in the County's Personnel Rules and Regulations or applicable collective bargaining agreement.
- C. Payroll periods will be considered qualified, provided an employee is in paid status for no less than 90% of their regularly scheduled hours for the Payroll Period

- D. An employee will accrue sick and vacation leaves only when qualified payroll periods are completed or are otherwise eligible for prorated accruals as provided in the Personnel Rules and Regulations.
- E. Step increase and review dates will be adjusted for unqualified payroll periods according to the provisions of the Personnel Rules and Regulations.

XII. USE OF ACCRUED PAID LEAVE

- A. Use of accrued paid leaves will run concurrently with Family Medical Leave and Oregon Family Leave.
- B. The employee must use all accrued paid leave, including any paid leave accrued during the employee's qualified leave, prior to commencing any period of unpaid leave. Paid leaves include, but are not limited to, vacation, administrative leave, floating holiday and, when applicable, sick leave.
- C. An employee who is taking qualified leave for the employee's own serious health condition or the serious health condition of a qualified family member must first use all accrued sick leave prior to using any other accrued leaves.
- D. An employee who is taking qualified 'parental leave' may elect to use up to the equivalent of six (6) weeks of accrued sick leave prior to using other accrued paid leaves. Once six weeks of accrued sick leave has been used, the employee will be required to use all other accrued paid leave (includes vacation, administrative leave, and floating holiday) for the duration of their qualified 'parental leave' prior to beginning unpaid leave. Upon exhaustion of all other accrued paid leave, an employee may elect to use any remaining accrued sick leave, or may begin unpaid leave for the duration of their qualified 'parental leave'.
- E. Eligible employees may elect to use accrued compensatory time during a qualified family medical leave. If compensatory time is used, it will not count against the leave allowed under FMLA or OFLA.
- F. Employees who are on unpaid leave will not be eligible to accrue vacation, sick leave or seniority if they incur unqualified pay periods as defined by Washington County's Personnel Rules and Regulations.
- G. Under no circumstances will an employee be permitted to go back and forth between paid and unpaid leaves for the purpose of extending eligibility for County paid benefits or earning service accruals.

XIII. FMLA EXPANDED FOR MILITARY FAMILIES

The National Defense Authorization Act for Fiscal Year 2008 (NDAA) and Oregon House Bill 2744 (2009) include provisions amending the Family and Medical Leave Act and the Oregon Family Leave Act for military families. Specifically, the amendments expand the leaves available under the FMLA and OFLA by adding qualifying events related to an eligible employee who is a spouse or family member of a member of the Armed Forces.

- A. FMLA Caregiver Leave for an Injured Service Member
 - 1) An eligible employee who is the spouse, son, daughter, parent, or next of kin (defined as the closest blood relative) of a covered service member shall be entitled to a total of twenty-six (26) workweeks of leave during a 12-month period to care for the service member.
 - 2) A covered service member is a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability list for a serious injury or illness that occurred while on active duty.

B. FMLA/OFLA Family Leave Due to a Qualifying Exigency or Call to Active Duty

- 1) An eligible employee may use up to twelve (12) weeks of FMLA leave for any qualifying exigency (pressing or urgent matter) as defined by the Department of Labor arising from a spouse, son, daughter, or parent who is either on active duty in the Armed Forces, or who has been notified of an impending call or order to active duty in the Armed Forces.
- 2) FMLA leave for a qualifying exigency is not in addition to the standard FMLA 12-week entitlement; rather, it constitutes an additional qualifying basis for seeking FMLA leave.
- 3) An eligible employee who is a spouse or registered domestic partner of a member of the Armed Forces, the National Guard, or the military reserve forces of the United States may use up to fourteen (14) days of OFLA leave per deployment or leave from deployment. The employee must notify the County of their intention to take such leave within five (5) business days of receiving notice of an impending call or order to active duty or of a leave from deployment.
- 4) OFLA leave taken for deployment or leave from deployment of an employee's spouse or registered domestic partner is not in addition to the standard OFLA 12-week entitlement; rather, it constitutes an additional qualifying basis for seeking OFLA leave.
- 5) Employees utilizing OFLA leave pursuant to this subsection may use any accrued leave they may have earned for any part of the qualified leave.
- 6) The use of OFLA leave by an employee pursuant to this subsection shall run concurrently with their FMLA leave entitlement under this subsection which may not be taken separately or consecutively.

XIV. ADDITIONAL LEAVE AT THE END OF FML

Once an employee's FML entitlement due to serious health condition of employee or qualified family member is exhausted, he or she may request an additional leave of absence with or without pay, subject to approval by the appointing authority. Unless otherwise specified in the applicable collective bargaining agreement, the appointing authority may approve a leave of absence, with or without pay, for a reasonable period of time based on the business needs of the department. Leaves in excess of ninety (90) days may be granted at the discretion of the County Administrator.

XV. RETURN TO WORK

- A. If an employee has been on leave due to his or her own serious health condition, the employee must provide the supervisor with a release to return to work form completed by their health care provider.
- B. Except under specified or limited circumstances, employees who take qualified leave under FMLA and OFLA will be able to return to the same position or a position with equivalent status, pay, benefits and other employment terms.
- C. The County retains the right to deny restoration in the following situations:
 - 1) the employee would have lost the job due to layoff if he/she had not been on leave;
 - 2) the employee fraudulently obtains FML;
 - 3) the employee violates the County's policy governing outside employment during the leave;or
 - 4) the employee fails to provide a release to return to work from their health care provider upon return.

XVI. MEDICAL LEAVE (not eligible under FMLA or OFLA)

Washington County will allow employees all leaves required to be provided under FMLA and OFLA. Individual circumstances may exist which would allow for leave beyond what this policy provides under FMLA and OFLA. In circumstances where additional interpretation of this policy is required the Human Resources Manager shall make the final determination.

- A. The County will consider requests for unpaid medical leave from employees that are not eligible for leave under FMLA or OFLA for their own serious health conditions. Employees must submit the request in writing to their Appointing Authority and it will be forwarded to the Human Resources Division.
- B. Employees may be allowed to take unpaid medical leave (not qualified under FMLA or OFLA) for a reasonable period of time subject to the business needs of the department with appointing authority approval.
- C. If the leave is foreseeable, the employee must provide a written medical verification issued by a licensed physician or practitioner, or other satisfactory evidence that confirms the illness of the employee or their qualified family member, provides an estimate of when the employee will be able to return to work, states whether the employee's incapacity will require intermittent treatments, states the estimated frequency and duration of such treatments, and provides the estimated period of recovery.
- D. If the reason for the leave is unforeseeable, the employee must give verbal notice within 24 hours of the beginning of the leave or as soon thereafter as practicable. The employee must provide medical verification described above as soon as practicable.
- E. While the County will make a reasonable attempt to return the employee to the same position or a position with equivalent status, pay benefits or other employment terms, this may not always occur if no suitable position is available when the employee seeks to return to work.

XVII. HEALTH BENEFIT CONTINUATION

The following table describes the impact on the benefits that are provided to Washington County employees based on the leave taken.

Benefit		FMLA or FMLA/OFLA	Medical leaves not qualifying as FMLA
Medical Dental Vision EAP Life Insurance (County paid) Long-term Disability	Paid Leave	<p>The County will continue its contribution to these benefits during the leave period at the same level and under the same conditions as if the employee had continued to work.</p>	<p>The County will continue its contribution to these benefits while the employee is in paid status.</p>
	Unpaid Leave	<p>The County will continue its contribution to these benefits during the qualified leave period at the same level and under the same conditions as if the employee had continued to work.</p> <p>The employee is responsible for their share of premiums. If premiums are not paid during the leave, the County can take additional deductions when the employee returns from leave.</p> <p>If the employee chooses not to return to work for reasons other than (1) a continued serious health condition of the employee or the employee’s family member, or (2) a circumstance beyond the employee’s control, the County will require the employee to reimburse the County the amount that it paid for the employee’s health and life insurance premiums during the leave period.</p>	<p>The County will terminate coverage under the medical, dental, vision, and EAP plans when the employee’s leave banks are not sufficient to replace the 20 hours/week that is required for plan eligibility. COBRA continuation coverage will be extended at the employee’s cost upon termination of County coverage.</p> <p>The County will terminate coverage under the life and long-term disability plans when the employee’s leave banks are not sufficient to replace 100% of his/her regular, pre-leave earnings. Continuation of life insurance coverage through a conversion policy will be extended at the employee’s cost upon termination of County coverage.</p> <p>Upon return from leave the employee has 31 days to request reenrollment in any plan under which they terminated or lost coverage during the leave. Reenrollment is subject to the eligibility and reenrollment rules of the plan.</p>

Benefit		FMLA or FMLA/OFLA	Medical leaves not qualifying as FMLA
Flexible Spending Accounts (FSA)	Paid Leave	<p>If no employee action is taken, deductions will continue to be taken from the employee's check.</p> <p>Within 31 days following the beginning of the leave, the employee may request to terminate or reduce their participation in the plan.</p> <p>COBRA continuation coverage will be extended at the employee's cost upon termination of County coverage.</p> <p>Upon return from leave the employee has 31 days to request reenrollment in any plan under which they terminated or lost coverage during the leave. Reenrollment is subject to the eligibility and reenrollment rules of the plan.</p>	<p>If no employee action is taken, deductions will continue to be taken from the employee's check.</p> <p>Within 31 days following the beginning of the leave, the employee may request to terminate or reduce their participation in the <u>dependent care FSA</u> plan if there is a reduction in the need for child/adult care.</p> <p>Employees may not terminate or reduce their contribution to the health FSA during a paid non-FMLA leave.</p> <p>Upon return from leave the employee has 31 days to request reenrollment in any plan under which they terminated or lost coverage during the leave. Reenrollment is subject to the eligibility and reenrollment rules of the plan.</p>
	Unpaid Leave	<p>If the employee takes no action, participation under the plan will continue during the qualified leave. The employee is responsible for their share of contributions. If contributions are not paid during the leave, the County can take additional deductions when the employee returns from leave.</p> <p>Within 31 days following the beginning of the leave, the employee may request to terminate or reduce their participation in the plan.</p> <p>COBRA continuation coverage will be extended at the employee's cost upon termination of County coverage.</p> <p>Upon return from leave the employee has 31 days to request reenrollment in any plan under which they terminated or lost coverage during the leave. Reenrollment is subject to the eligibility and reenrollment rules of the plan.</p>	<p>The County will terminate coverage under the FSA plans when the employee's leave banks are not sufficient to replace the 20 hours/week that is required for plan eligibility.</p> <p>COBRA continuation coverage will be extended at the employee's cost upon termination of County coverage.</p> <p>Upon return from leave the employee has 31 days to request reenrollment in any plan under which they terminated or lost coverage during the leave. Reenrollment is subject to the eligibility and reenrollment rules of the plan.</p>

Benefit		FMLA or FMLA/OFLA	Medical leaves not qualifying as FMLA
Voluntary Life Insurance	Paid Leave	<p>Coverage and the required premium deduction will continue during the leave unless the employee requests a termination of coverage.</p> <p>The employee may request to terminate or reduce coverage under the plan at any time.</p> <p>The employee may request to begin or increase coverage under the plan at any time. However, this request will require a health statement which is subject to underwriting and may be denied.</p>	<p>Coverage and the required premium deduction will continue during the leave unless the employee requests a termination of coverage.</p> <p>Employees may request to terminate or reduce coverage under the plan at any time.</p> <p>The employee may request to begin or increase coverage under the plan at any time. However, this request will require a health statement which is subject to underwriting and may be denied.</p>
	Unpaid Leave	<p>Coverage will continue during the leave unless the employee requests otherwise. The employee is responsible for their share of premiums. If premiums are not paid during the leave, the County can take additional deductions when the employee returns from leave.</p> <p>The employee may request to begin or increase coverage under the plan upon their return from leave. However, this request will require a health statement which is subject to underwriting and may be denied.</p> <p>If the employee chooses not to return to work for reasons other than (1) a continued serious health condition of the employee or the employee's family member, or (2) a circumstance beyond the employee's control, the County will require the employee to reimburse the County the amount that it paid for the employee's health and life insurance premiums during the leave period.</p>	<p>The County will terminate coverage under the voluntary life plans when the employee's leave banks are not sufficient to replace 100% of his/her regular, pre-leave earnings.</p> <p>The employee may request to begin or increase coverage under the plan upon their return from leave. However, this request will require a health statement which is subject to underwriting and may be denied.</p>
Deferred Compensation 457(b)	Paid Leave	<p>Deductions will continue during the leave unless the employee requests that they be terminated.</p> <p>The employee may request to begin or increase deductions into the plan at any time.</p>	<p>Deductions will continue during the leave unless the employee requests that they be terminated.</p> <p>The employee may request to begin or increase deductions into the plan at any time.</p>

Benefit		FMLA or FMLA/OFLA	Medical leaves not qualifying as FMLA
Deferred Compensation 457(b)	Unpaid Leave	<p>Contributions to the plan will be terminated when the employee's leave banks are not sufficient to satisfy the elected contribution amount.</p> <p>The employee may request to restart contributions to the plan once the employee returns from leave.</p>	<p>Contributions to the plan will be terminated when the employee's leave banks are not sufficient to satisfy the elected contribution amount.</p> <p>The employee may request to restart contributions to the plan once the employee returns from leave.</p>
PERS	Paid Leave	<p>County and employee contributions will continue during the leave.</p>	<p>County and employee contributions will continue during the leave.</p>
	Unpaid Leave	<p>County and employee contributions will terminate once the employee's leave banks are not sufficient to make the required contribution.</p> <p>PERS participation is suspended when an employee has 11 or more consecutive days without pay. This time is not counted toward PERS service time.</p>	<p>County and employee contributions will terminate once the employee's leave banks are not sufficient to make the required contribution.</p> <p>PERS participation is suspended when an employee has 11 or more consecutive days without pay. This time is not counted toward PERS service time.</p>