

### **CT FAMILY AND MEDICAL LEAVES OF ABSENCE (CTFMLA), FEDERAL FAMILY AND MEDICAL LEAVE (FMLA) AND CT PAID FAMILY AND MEDICAL LEAVES OF ABSENCE (CTPFML)**

#### **Overview**

Under the Connecticut Family and Medical Leave Act (“CTFMLA”) and the Federal Family and Medical Leave Act (“FMLA”), residents/fellows may be eligible for family and medical leaves of absence for specified reasons. Residents/Fellows may also be eligible for paid leave benefits after using available vacation and sick leave as described below.

Under CTPFMLA, residents/fellows who have worked for CAHC for at least 3 months are eligible for up to 12 weeks of leave in a 12-month period, up to 14 weeks for incapacitation during pregnancy, up to 12 days for family violence leave and up to 26 weeks for military caregiver leave. Residents/fellows may qualify for CTPFMLA as early as their hire date if they have been working in CT and meet the eligibility criteria.

Under FMLA, a resident/fellow who has worked for at least 12 months and for at least 1,250 hours during the preceding 12-month period may take up to 12 weeks of unpaid leave in a 12-month period, except that an eligible resident/fellow may take up to 26 weeks of leave to care for a covered service member, as explained below.

A resident/fellow who is eligible for leave under only one law will receive benefits in accordance with that law only. However, if the resident’s/fellow’s leave qualifies for CTFMLA, CTPFML, and FMLA, the leave will count against their entitlement under State and Federal laws and will run concurrently. If the resident/fellow is eligible for GME leave, said leave will run concurrently with the leaves provided in this policy (see [GME One-Time Leave Bank Policy](#)). If the resident/fellow and their spouse are both employed by CAHC, special rules may apply, and their combined leave may be limited.

#### **Calculation of 12-Month Period**

The 12-month period is measured backward from the date an employee uses any family and medical leave. Under this “rolling” 12-month period, each time an employee takes family and medical leave, the remaining leave entitlement would be the balance of the 12 weeks that has not been used during the immediately preceding 12 months. Military caregiver leaves are measured based on a 12-month period measured forward from the employee’s first date of leave.

#### **Qualifying Reasons for CTFMLA, CTPFML, and FMLA**

Resident’s/Fellow’s may apply for a family and medical leave under the CTFMLA, CTPFML, and FMLA for the following reasons:

1. The birth of a son or daughter of the employee, or to bond with a newborn or newly placed child via adoption or foster care, including the time needed to process adoption or foster care placement;
2. Under the FMLA, to care for a parent, spouse, or child who is under 18 with a serious health condition, or under 18 with a disability;
3. Under the CTFMLA, to care for a family member of the employee if the family member has a serious health condition.
  - Family member is defined as a parent, spouse, son or daughter of any age, sibling, grandparent, grandchild, or an individual related to the employee by blood or affinity whose close association to the employee shows to be the equivalent of those family relationships.
  - Related by affinity means any person with whom the employee has a significant personal bond that is like one of the family relationships noted above, regardless of biological or legal relationship.

## Residents/Fellows Policies and Procedures Manual

4. To care for the employee's own serious health condition, which under the CTFMLA, CTPFML includes the employee serving as an organ or bone marrow donor and incapacity due to pregnancy.
5. Under the CTFMLA, CTPFML if the employee is experiencing family violence, the employee may apply to take up to 12 days of leave.
6. For any qualifying exigency arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty or has been notified of an impending call or order to active duty in the armed forces and to care for a military family member who experienced a serious injury or illness.
7. 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.

Please see ([Medical Leave Policy](#)), ([Other Non-Medical Leave](#)) and ([Military Leave Policy](#)) for specific requirements governing eligibility.

### Procedures

All requests for leave should be directed to the CAHC by emailing [cahcgroupp@uchc.edu](mailto:cahcgroupp@uchc.edu). CAHC will provide the resident/fellow with all necessary forms requiring completion.

### Eligibility for Paid Leave (CTPFML)

CT Paid Family and Medical Leaves of Absence (CTPFML) is available to eligible residents/fellows (those who are currently employed or have been employed by CAHC within the last 12 weeks and have earned wages of at least \$2,325 in the highest earning quarter of the first four of the five most recently completed quarters) who require time off from work duties to fulfill covered family and medical events provided for in the CTFMLA, which are outlined above and described more fully below in the Medical and Non-Medical Leave policies. For military service personnel or spouses of military service personnel in the military or military reserves (see [Military Leave Policy](#)). All decisions regarding paid leave are in accordance with CAHC's private plan.

### Use of Accrued Time

For **Medical Leaves**, vacation and sick time are required to be used and for **Family Leaves**, vacation time is required to be used prior to receiving any paid leave benefits under CAHC's private plan (while reserving 2 weeks of vacation time for future use if available at the time of leave).

**To the extent applicable, any CT Family and Medical Leave, Federal Family and Medical Leave, CT Paid Leave, and GME Leave will run concurrently.**

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