

MEDICAL LEAVE POLICY

Residents/Fellows who have been employed for 3 months or more and require time off from their work duties to care for their own serious health condition (emergent or non-emergent) as defined under Connecticut law are eligible for CT Family and Medical Leave (CTFMLA) and those employed for 12 months or more are eligible for Federal Family and Medical Leave (FMLA). Both of these leaves are unpaid (see [CT Family and Medical Leave of Absence \(CTFMLA\)](#), [Federal Family and Medical Leave \(FMLA\)](#), and [CT Paid Family and Medical Leaves of Absence \(CTPFML\) Policies](#)).

Paid Medical Leave

Residents/Fellows are eligible for paid GME leave and CT Paid Family and Medical Leave (CTPFML) benefits administered by CAHC's private plan once eligibility requirements are met (see [GME One-Time Leave Policy](#), [CT Family and Medical Leave of Absence \(CTFMLA\)](#), [Federal Family and Medical Leave \(FMLA\)](#), and [CT Paid Family and Medical Leaves of Absence \(CTPFML\) Policies](#)).

Medical leave eligibility requires a treating health provider's certification verifying the need for medical leave and its beginning and expected end dates. Residents/fellows are required to use their available vacation time and sick time for both GME and CTPFML prior to receiving any paid leave benefits under CAHC's private plan. Employees can reserve two weeks of vacation time for future use if available at the time of the leave). Four weeks of vacation and 10 working days of sick time is available to residents/fellows on the first day of employment.

GME Leave

GME leave time is available on the first day of employment. Residents/fellows who require time off to care for their own serious health condition as defined under Connecticut law are eligible for GME leave benefits for up to 6 weeks of pay at 100% of salary once during residency/fellowship. If additional medical leave time is required after GME leave is exhausted but before eligible for CTPFML, leave will be unpaid (see [GME One-Time Leave Bank Policy](#)).

CTPMFL Leave

CTPMFL leave time is available after 3 months of employment in most cases. Residents/fellows who require time off to care for their own serious health condition as defined under Connecticut law are eligible for CTPMFL paid benefits after meeting eligibility requirements. For medical leaves, CAHC's private plan pays 100% of salary. Maternity leaves extending past the treating health provider's statement will be considered family leave and paid at the State's benefit rate, which is capped at 60 times the minimum wage rate for the remaining period of absence (not to exceed 12 weeks or 84 days in a twelve-month period). A resident/fellow may elect to use their reserved vacation time to supplement the State's rate cap and receive additional pay if a request is submitted to CAHC in writing. Leaves in most cases, that extend past 12 weeks, will be unpaid and will be classified as "other leave" (see [CT Family and Medical Leave of Absence \(CTFMLA\)](#), [Federal Family and Medical Leave \(FMLA\)](#), and [CT Paid Family and Medical Leaves of Absence \(CTPFML\) Policies](#)).

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

Maternity Leave

Maternity Leaves are considered Medical Leaves and are available to all eligible residents/fellows who are unable to work due to pregnancy related conditions. Employees eligible for CT Paid Leave are eligible for an additional 2 weeks of leave and paid leave benefits, up to a total of 14 weeks or 98 days, if incapacitated by pregnancy and supported by a treating health provider's certification. All available leaves will run concurrently.

The resident/fellow may be eligible for [Long Term Disability \(LTD\)](#) benefits for medical/maternity leaves if requiring absence of 90 days or more. The Capital Area Health Consortium can provide information regarding this process. CAHC and the Program Director should be notified as soon as possible if there is a chance the resident/fellow might apply for such benefits.

A treating health provider's certification verifying the need for medical/maternity leave and its beginning and expected end dates must be submitted to the Capital Area Health Consortium with the required leave forms. Residents/fellows should provide at least 30 days advance notice of the need for leave, when the leave is foreseeable. When not foreseeable, a resident/fellow must notify CAHC as soon as practicable, and certainly within two (2) business days of learning of the need for leave, except in extraordinary circumstances. Notice of the need for leave should be provided to cahcgroup@uchc.edu. It is critical and required that the resident/fellow also notify their Program Director as soon as it is known that the resident/fellow needs a leave of absence.

When possible, the resident/fellow is required to provide their Program Director and the Capital Area Health Consortium with at least two weeks' advanced notice of the date the resident/fellow intends to return to training. When a resident/fellow returns from leave, the Program Director in consultation with the GME Office will determine the resident/fellow's status in the program specifically as it relates to an extension of training and whether the resident/fellow may return to their previous level of training (see [Contract Extension Due to Leave Guidelines Policy](#)).

A return-to-work note from the resident/fellow's health provider stating that they can resume work duties is required for all medical leave absences and must be submitted to CAHC before return to work. A return-to-work note is not a substitute for a provider's certification of a medical time extension. If the return date is later than the previous certification, a new certification is required stating a specific need for the extended absence. A return-to-work note is not required for maternity leaves that have been extended for bonding purposes. If a resident/fellow fails to report to work promptly at the end of the medical/maternity leave, their appointment with the UConn SOM and their employment with CAHC may be terminated.

If a resident/fellow is unable to return to training after 12 weeks of medical leave (14 weeks if incapacitated by pregnancy), they must contact CAHC, their Program Director, and the Office of Graduate Medical Education as soon as possible.

The status of a resident/fellow who is unable to return to training after 12 weeks of medical leave (14 weeks if incapacitated by pregnancy), leave will be determined by the Program Director in consultation with the GME Office. The position of the resident/fellow may or may not be held.

Residents/Fellows Policies and Procedures Manual

Taking any leave may extend the time necessary to complete the program requirements for graduation as well as Board eligibility (see [Contract Extension Due to Leave Guidelines Policy](#)). Residents/fellows are responsible for understanding their Residency Review Committee/Program requirements for program completion as well as their Board requirements regarding Board eligibility, specifically as it relates to time away from their program.

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