

NEWS TO USE

DUTCHESS BOCES Human Resources
Norah Merritt, *Executive Director*

DECEMBER 2015



Family Medical Leave Act

This provides general information about which employees are covered by the FMLA, when employees are eligible and entitled to take FMLA leave.

The Family and Medical Leave Act (FMLA) entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons.

ELIGIBLE EMPLOYEES ▶

- An eligible employee is one who:
- Works for a covered employer; Dutchess BOCES is a covered Employer
- Has worked for the employer for at least 12 months;
- Has at least 1,250 hours of service for the employer during the 12 month period immediately preceding the leave

LEAVE ENTITLEMENT ▶

- Eligible employees may take up to 12 workweeks of leave in a 12-month period for one or more of the following reasons:
- The birth of a son or daughter or placement of a son or daughter with the employee for adoption or foster care;
- To care for a spouse, son, daughter, or parent who has a serious health condition;
- For a serious health condition that makes the employee unable to perform the essential functions of his or her job; or
- For any qualifying exigency arising out of the fact that a spouse, son, daughter, or parent is a military member on covered active duty or call to covered active duty status.

When an employee requests FMLA leave due to his or her own serious health condition or a covered family member's serious health condition, the employer may require certification in support of the leave from a health care provider.

For more information ▶

http://dcboces.org/sites/default/files/dcboces/Fact_Sheet_The_Family_and_Medical_leave_Act.pdf

or contact us in the Office of Human Resources:

Renee Gremillot

Human Resources

voice: 845.486.4800, ext. 2271 renee.gremillot@dcboces.org

What's Ahead...



Your online suite of tools to complement the WinCap Financial & HR Management System

DECEMBER
2015

Best Wishes

and

Happy
Holidays

from

the Office

of Human

Resources