HR Topic – Family Medical Leave Act

1) True or False  Paid Sick time is the same as FMLA.

Paid sick time is a benefit (like vacation and personal days). FMLA is a requirement and is unpaid. They run concurrently with each other.

According to the Library’s policy, paid time off is not specified as to what order the employee uses.

2) Leave taken under FMLA protects what?

A) Health insurance (if the employee is covered under the Library’s Health plan)
B) Attendance record
C) Job or position
D) All of the above

3) What are the two thresholds that employees need to meet in order to qualify for leave under the Family Medical Leave Act (FMLA)?

A) The employee needs to be full-time and have been employed with the library for 2 years.
B) The employee must have worked for the library for 12 months and worked at least 1250 hours in the last 12 months.
C) The employee must have worked for the library for 12 months and has been paid for at least 1250 in the last 12 months.
D) None of the above, the library does not need to offer FMLA to its employees

4) True or False  Employees must take all 12 weeks of FMLA at one time

Employees can choose to take time off in blocks of time and/or use it intermittently for appointments or sessions.

5) FMLA can be taken for

A) The birth of a child and in order to care for such child;
B) The placement of a child with the employee for adoption or foster care;
C) To care for a spouse, son, daughter or parent with a serious health condition;
D) Because of employee’s own serious health condition (that makes the employee unable to perform the employee’s job)
E) All of the above
Bonus – when do you notify HR? When employee will be continually out or intermittently out for any of the reasons listed in #5