POLICY

A policy must exist to assure accountability of time with respect to educational requirements while on Maternity/Paternity Leave.

PURPOSE

To assure fair and reasonable time allowance for leave granted to residents requiring time off for maternity/paternity responsibilities.

PROCEDURE

I. Family Medical Leave of Absence (FMLA)

Residents who are requesting Maternity, Paternity, or Adoption leave must schedule and fill out Family Medical Leave of Absence (FMLA) paperwork, in accordance with The University of Toledo policy. Only those residents who have been employed for a minimum of 12 months are eligible to qualify for FMLA.

II. Maternity Leave Policy

1. Maternity leave is allowed. However, it is the resident’s responsibility to obtain from her physician, a written statement giving the (a) estimated date of delivery and/or; (b) date of disability if she needs an extended time off prior to delivery.

2. The total duration of maternity leave including before and following delivery is a maximum of 12 weeks, under the Family Medical Leave Act (FMLA), which is comprised of:

   a) Vacation time for that year until exhausted;
b) Sick time for that year until exhausted,
c) Leave of absence without pay.

3. It is to be noted that neither vacation nor sick time accumulates from one year to the next. Therefore, only a maximum of 6 weeks in the first year and 7 weeks in the second and third years would the resident receive a salary, if no vacation and sick time has been exhausted prior to the maternity leave.

4. Residents may continue to receive medical benefits on the same basis as if they had been actively at work for up to twelve (12) weeks. Residents on paid and unpaid leave status during the twelve weeks of leave, under FMLA, are responsible for payment of regular monthly premiums. After twelve (12) weeks of leave, residents may continue to receive medical benefits by paying 100% of the premium.

5. Schedule accommodations (i.e., no night call, modifying rotation schedules, reduced hours, etc.) are allowed, if discussed with the resident’s program director in advance. For modifying rotation schedules, the resident needs to talk to her program director early in pregnancy.

III. Paternity Leave

1. Paternity leave may be taken. A maximum of 5 days of sick time may be used anytime within the first 6 weeks following delivery of the child. If the resident has no sick time left, then the leave will be “leave without pay.”

2. If the resident needs to be at home more than 5 allowed days, he must bring a written statement from his wife’s physician stating why his presence is still required in the home.

IV. Adoption Leave

The leave policy for adoption of children is the same as for pregnancy, i.e., a maximum of 12 weeks comprising vacation time, sick leave and leave without pay with the same educational time requirement to be fulfilled for certifying boards.

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