



CITY OF CARSON
INTEROFFICE MEMORANDUM

TO: CITY OF CARSON EMPLOYEE
FROM: CRYSTAL D. WILLIAMS, DIRECTOR OF HUMAN RESOURCES
SUBJECT: CALIF FAMILY CARE AND MEDICAL LEAVE ACT (CFRA LEAVE) AND PREGNANCY DISABILITY LEAVE (PDL)
DATE: MAY, 2018

These are the State's regulations regarding CFRA and PDL.

The following notice published by the FEHC in its regulations represents the minimum requirement under CFRA.

Under the California Family Rights Act of 1993 (CFRA), if you have more than 12 months of service with us and have worked at least 1,250 hours in the 12-month period before the date you want to begin your leave, you may have a right to an unpaid family care or medical leave (CFRA leave). This leave may be up to 12 workweeks in a 12-month period for the birth, adoption, or foster care placement of your child or for your own serious health condition or that of your child, parent, registered domestic partner or spouse.

Even if you are not eligible for CFRA leave, if you are disabled by pregnancy, childbirth or related medical conditions, you are entitled to take a pregnancy disability leave of up to four months, depending on your period(s) of actual disability. If you are CFRA-eligible, you have certain rights to take BOTH a pregnancy disability leave and a CFRA leave after the birth of your child. Both leaves contain guarantee of reinstatement to the same or comparable position at the end of the leave, subject to any defense allowed under the law.

If possible, you must provide at least 30 days' advance notice for foreseeable events (such as the expected birth of your child or a planned medical treatment for yourself or family member). For events which are unforeseeable, we need you to notify us, at least verbally, as soon as you learn of the need for the leave.

Failure to comply with these notice rules is grounds for, and may result in, deferral of the request leave until you comply with the notice policy.

We may require certification from your health care provider or the health care provider of your child, parent, registered domestic partner or spouse who has a serious health condition before allowing you to leave for your serious health condition or take care of that family member. When medically necessary, leave may be taken on an intermittent or reduced leave schedule.

If you are taking a leave for the birth, adoption, or foster care placement of a child, the basic minimum duration of the leave is two weeks and you must conclude the leave within the year of the birth or placement for the adoption or foster care.

Taking a family care or pregnancy disability leave may impact certain benefits of yours (such as Long Term Disability and life insurance) and your seniority date. If you want more information regarding your eligibility for a leave and/or the impact of the leave on your seniority and benefits please contact me.