

FAMILY MEDICAL LEAVE ACT (FMLA)

FMLA provides employees with up to 12 weeks of unpaid leave for the following reasons:

- Serious health condition of an employee
- Care of a family member with a serious health condition --spouse, parent, child, parent-in-law, domestic partner (registered or unregistered), and domestic partner's parent.
- Care of a child due to birth, adoption, or foster care placement

To qualify for FMLA leave, an employee must:

- Work for the employer for 12 months
- Work 1,000 hours in a 12-month period

Employees must provide a “fitness for duty” letter from their physician stating they are able to perform the essential functions of their job

FMLA: MILITARY LEAVE



- 26 weeks of FMLA in a 12-month period
- Care for a spouse, child, or covered service member
- Undergoing medical treatment, recuperations, or therapy for a serious injury or illness incurred or aggravated by service during active duty in the armed forces

FMLA: MILITARY LEAVE



Qualifying exigency for military family leave -- employee's spouse, child, or parent is on active duty status in a foreign country; exigency relates to child care, child's school activities, care of a parent, financial or legal arrangements, etc.

LEAVE OF ABSENCE

Leave Of Absence:

- If an employee is not eligible for FMLA they may be granted up to an eight-week leave of absence
- Employees on a LOA must provide a “fitness for duty” letter from their physician stating they are able to perform the essential functions of their job

For more information, please contact:
Benefits Specialist
414-937-2248

BENEFITS AT A GLANCE

We are pleased to offer the following voluntary benefit:

- Minimum Essential Coverage Medical Insurance (MEC)



MINIMUM ESSENTIAL COVERAGE (MEC)

Minimum Essential Coverage Medical Insurance

Eligibility:

- Employees seeking MEC coverage must work 12 months from the date of hire
- Worked an average of 30 hours per week during the 12 month wait period

Electing benefits:

- Employee's must elect benefit coverage after completing the 12 month wait period
- Benefits become effective the first of the month following the 13th month of employment

Open enrollment/ qualifying events:

- Changes to benefits elections can be made during open enrollment in December
- Qualifying life events: any event that would cause a change in benefit elections such as the birth, death, divorce, or change in employment status
- Elections can be made within 30 days of the qualifying event, regardless of open enrollment events. Proof of the qualifying event is required.

MINIMUM ESSENTIAL COVERAGE (MEC)

Benefit payments:

- Benefit payments are deducted from the first two checks each month
- Benefits premiums are collected a month in advance of the covered month
- In the event that an employee does not receive a check (FMLA, LOA, client on hold) payments must be submitted to MCFI Home Care in order to ensure benefit continuity

If you have questions please contact:

Benefits Specialist

414-937-2248