

Congratulations!

We hope you will find the information in this packet a helpful tool in planning your Maternity Leave.

Frequently Asked Questions

1. I just found out I'm pregnant, what should I do?

As soon as is practical, please let your site administrator or supervisor know so that preliminary planning coverage of your position can begin. When you have an estimated date of delivery, you may have leave in less than two months, please submit our Maternity Leave form and our Baby Bonus form. Please contact your HR Tech for these forms and let them know your status. Contact information can be found below

2. How long can I keep working?

You may continue working as long as you and your doctor agree that you can safely perform your job

3. I am not due for a few weeks, but my doctor has placed me off work. What do I

off

17. How will my substitute be selected? Am I responsible for finding one?

The site administrator and Human Resources will assist with finding someone to temporarily fill your position. If you have a recommendation, please inform your site administrator. Please ente



PREGNANCY MATERNITY PATERNITY
LEAVE LAWS & CONTRACT PROVISIONS

Following is a guide regarding federal and California state disability leave laws as they relate to pregnancy.
Please be advised you must confer with your HR Generalist regarding your eligibility for protected leave under
Family and Medical Leave Act (bbD0.5(A)4.5(()10.6(el)(y)1n6P 70.0()(h)0.5e5ep3.6.7(h)0.5(2.3(a)0.5(l)-

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