



"NOTICE A"

PREGNANCY DISABILITY LEAVE

Under the California Fair Employment and Housing Act (FEHA), if you are disabled by pregnancy, childbirth or a related medical condition, you are eligible to take a pregnancy disability leave (PDL). If you are affected by pregnancy or a related medical condition, you are also eligible to transfer to a less strenuous or hazardous position or to less strenuous or hazardous duties, if this transfer is medically advisable. You are also eligible to receive a reasonable accommodation for conditions related to pregnancy, childbirth, or a related medical condition if you request it with the advice of your health care provider. The FEHA prohibits us from denying, interfering with, or restraining your exercise of these rights.

- PDL is for any period(s) of actual disability caused by your pregnancy, childbirth or a related medical condition up to four months (or 88 work days for a full-time employee) per pregnancy.
- PDL does not need to be taken in one continuous period of time but can be taken on an as-needed basis.
- Time off needed for prenatal care, severe morning sickness, doctor-ordered bed rest, childbirth, and recovery from childbirth would all be covered by your PDL.
- Generally, we are required to treat your pregnancy disability the same as we treat other disabilities of similarly situated employees. This affects whether your leave will be paid or unpaid.
- You may be required to obtain a certification from your health care provider of your pregnancy disability or the medical advisability for a transfer or reasonable accommodation.

The certification should include:

1. the date on which you become disabled due to pregnancy or the date of the medical advisability for the transfer or reasonable accommodation;
 2. the probable duration of the period(s) of disability or the period(s) for the advisability of the transfer or reasonable accommodation; and,
 3. a statement that, due to the disability, you are unable to work at all or to perform any one or more of the essential functions of your position without undue risk to yourself, the successful completion of your pregnancy or to other persons or a statement that, due to your pregnancy, the transfer or reasonable accommodation is medically advisable.
- At your option, you can use any accrued vacation or other accrued time off as part of your pregnancy disability leave before taking the remainder of your leave as an unpaid leave.
 - We may require that you use up any available sick leave during your leave. You may also be eligible for state disability insurance for the unpaid portion of your leave.
 - Taking PDL may impact certain of your benefits and your seniority date. If we currently provide and pay for your coverage under a group health plan, we must continue to do so while you are on PDL. If we do not already provide health insurance, we are not required to begin doing so when you take PDL. If you want more information regarding your eligibility for a leave, the impact of the leave on your seniority and benefits, and our policy for other disabilities, please contact:

Employer's Contact Person

Employer's Telephone Number