

# Leaves & UCPath Entries for De-Centralized Campus

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2026

# Today's Presenters

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Leaves &  
Worker's  
Compensation  
Analyst

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Leaves  
Administration  
Manager

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Disability  
Management  
Specialist

# Agenda

- Sedgwick Information
- Lincoln Financial
- FMLA/CFRA/PDL/PFCB 101
- Other types of Leaves – Bereavement, Personal, Reproductive Loss Leave
- How to Manage Leaves including UCPath Entries
- Impact to Benefits
- Timecard Coding
- Accommodations/Disability Management & The Interactive Process
- Resources and More!



# UCI Partners

# Sedgwick Staff Leaves Support

**UCI partners with Sedgwick to administer non-occupational Staff leaves and requests for reasonable accommodation for Campus, Health Sciences and all Health employees. Leave types include:**

- Family and Medical Leave (FMLA)
- California Family Rights Act (CFRA)
- Medical
- Pregnancy
- Parental Bonding
- Care for a Family Member
- Military

Please Note: Faculty/academics, postdocs and residents (AFT, M9, UAW, and UAPD) will continue to be managed internally. For Campus employees, contact your unit Human Resources. For Health Sciences, contact the Employee Experience Center at [eec@uci.edu](mailto:eec@uci.edu) or (949) 824-0500.

# How to Initiate a Request with Sedgwick

mysedgwick Portal:

- <https://hr.uci.edu/sedgwick>
- login with UCInetID and password

Toll Free: (855) 922-2152

- Interactive Voice Response 24/7/365
- Service Center 5am to 5pm M-F
- Leave Specialists 6am to 7pm M-F



Opting into communications via text and email messaging is recommended

Some information to have available when initiating a request include:

- Reason for Absence (i.e., own medical, family medical, pregnancy, parental bonding, etc.)
- Employee's Contact Information
- Anticipated begin and end dates (end dates are not always available and that's okay)

# Sedgwick Contact Methods

## Employee and Supervisor Contact

- mysedgwick Portal: <https://hr.uci.edu/sedgwick>
- The Communication Center within mySedgwick allows you to communicate directly with the Sedgwick case specialist.

Phone (855) 922-2152

- Interactive Voice Response 24/7/365

Fax to: (855) 800-5116

- Include Employee Name and ID number or claim number.

## Existing Claims Only

- Medical documents can be emailed to: [Claimdocuments@sedgwick.com](mailto:Claimdocuments@sedgwick.com)
- Include Employee Name and ID number or claim number.

## Supervisor Use Only

Questions, Concerns, or to Check a Case Status, email Sedgwick at:

[UCIrvine@sedgwick.com](mailto:UCIrvine@sedgwick.com)

**\*please do not share this email with our co-workers.**

- Include Employee Name and ID number or claim number.

# mySedgwick

[hr.uci.edu/Sedgwick](https://hr.uci.edu/Sedgwick)

- Search for your employee's leave of absences.
- Review Leaves Status's
- Submit New Leaves
- Submit or Upload Medical Documentation
- Communicate with the Sedgwick's Case Examiner

You can access mySedgwick using Single Sign-On from your UCI net portal or by following this link:

<https://hr.uci.edu/sedgwick>

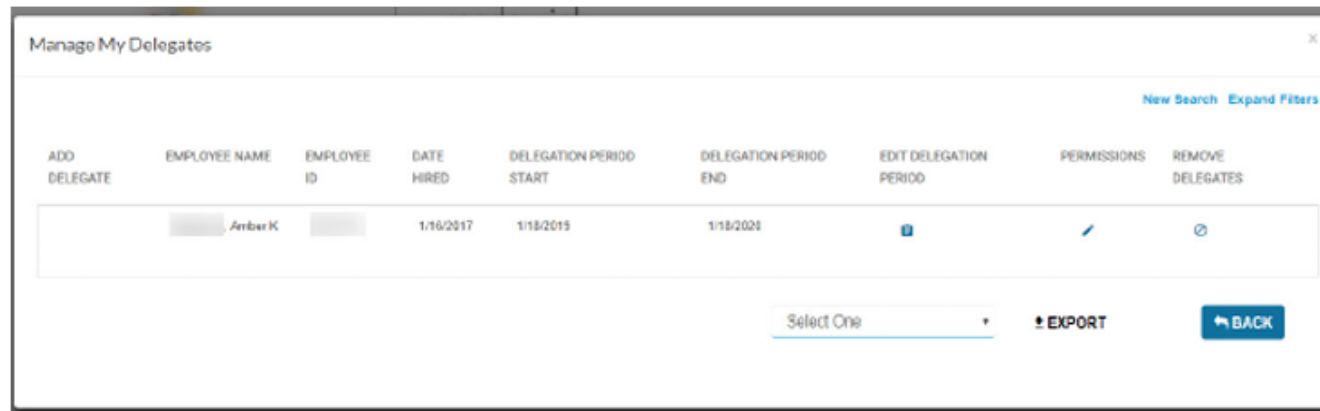


The screenshot shows the UCI login interface. At the top left is the UCI logo (University of California, Irvine). The main heading is "Login with your UCInetID". Below this are two input fields: "UCInetID" and "Password". A link "Forgot your password?" is positioned below the password field. A prominent yellow "Login" button is centered below the fields. At the bottom of the login box, there are links for "Activate my UCInetID", "Need help logging in?", and "View recent account activity". At the very bottom of the page, there are links for "Privacy Policy" and "OIT".



# mySedgwick Continued

- **Manage My Delegates:** There are three steps to establishing a delegate
  - Search for an employee and select them as your delegate
    - Enter criteria to search for a user (to access previously used delegates, you may leave search fields blank and simply select My Delegates)
    - Click “Add Delegate” beside the Employee Name from your search results who is being designated as your delegate
    - To end the delegation, complete the search process and select “Remove Delegates”
  - Edit the period during which they may act as your delegate
    - The start date will default to be effective immediately
    - Select “Edit Delegation Period” to select appropriate begin/end dates
  - Manage their permissions
    - Select the “pencil” icon under permissions to manage your delegates permissions by selecting the box next to applicable items (Reporting intermittent absence, Report a new claim, etc....)



The screenshot shows the 'Manage My Delegates' interface. At the top right, there are links for 'New Search' and 'Expand Filters'. Below this is a table with the following columns: 'ADD DELEGATE', 'EMPLOYEE NAME', 'EMPLOYEE ID', 'DATE HIRED', 'DELEGATION PERIOD START', 'DELEGATION PERIOD END', 'EDIT DELEGATION PERIOD', 'PERMISSIONS', and 'REMOVE DELEGATES'. A single row is visible with the following data: 'Arber K' (Employee Name), an empty field (Employee ID), '1/16/2017' (Date Hired), '1/16/2015' (Delegation Period Start), '1/16/2021' (Delegation Period End), a pencil icon (Edit Delegation Period), a pencil icon (Permissions), and a trash icon (Remove Delegates). At the bottom of the table, there is a dropdown menu labeled 'Select One', an 'EXPORT' button, and a 'BACK' button.

ADD DELEGATE	EMPLOYEE NAME	EMPLOYEE ID	DATE HIRED	DELEGATION PERIOD START	DELEGATION PERIOD END	EDIT DELEGATION PERIOD	PERMISSIONS	REMOVE DELEGATES
	Arber K		1/16/2017	1/16/2015	1/16/2021			

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# Lincoln Financial Group



## Reporting Your Disability Claim

The **University of California** Basic and Voluntary Disability plans is issued by Liberty Life Assurance Company of Boston, a Lincoln Financial Group company.

Lincoln Financial Group offers employees direct access to claims resources and information. You can easily report a claim and check the status of your claim through Lincoln Financial Group's dedicated secure website or by telephone. Please visit: [www.MyLincolnPortal.com](http://www.MyLincolnPortal.com) to access employee resources and online tools, as referenced below. (Si usted prefiere las formas en Espanol, por favor contacte al Departamento de Beneficios o prestaciones.)

### When Do I Report a Claim?

Lincoln Financial Group is available 24 hours a day, 7 days a week. You may report a claim up to 30 days in advance of a planned disability absence (such as childbirth or prescheduled surgery) OR as soon as you are aware that you will be disabled due to illness or injury.

### How Do I Report a Claim?

1. Contact your supervisor to report your absence.
2. Report your claim via [www.MyLincolnPortal.com](http://www.MyLincolnPortal.com). First time users register by clicking on the "New User?" link next to the log in button on the top right-hand section of the page. You should use the Company Code **University** when setting up your access to this site.

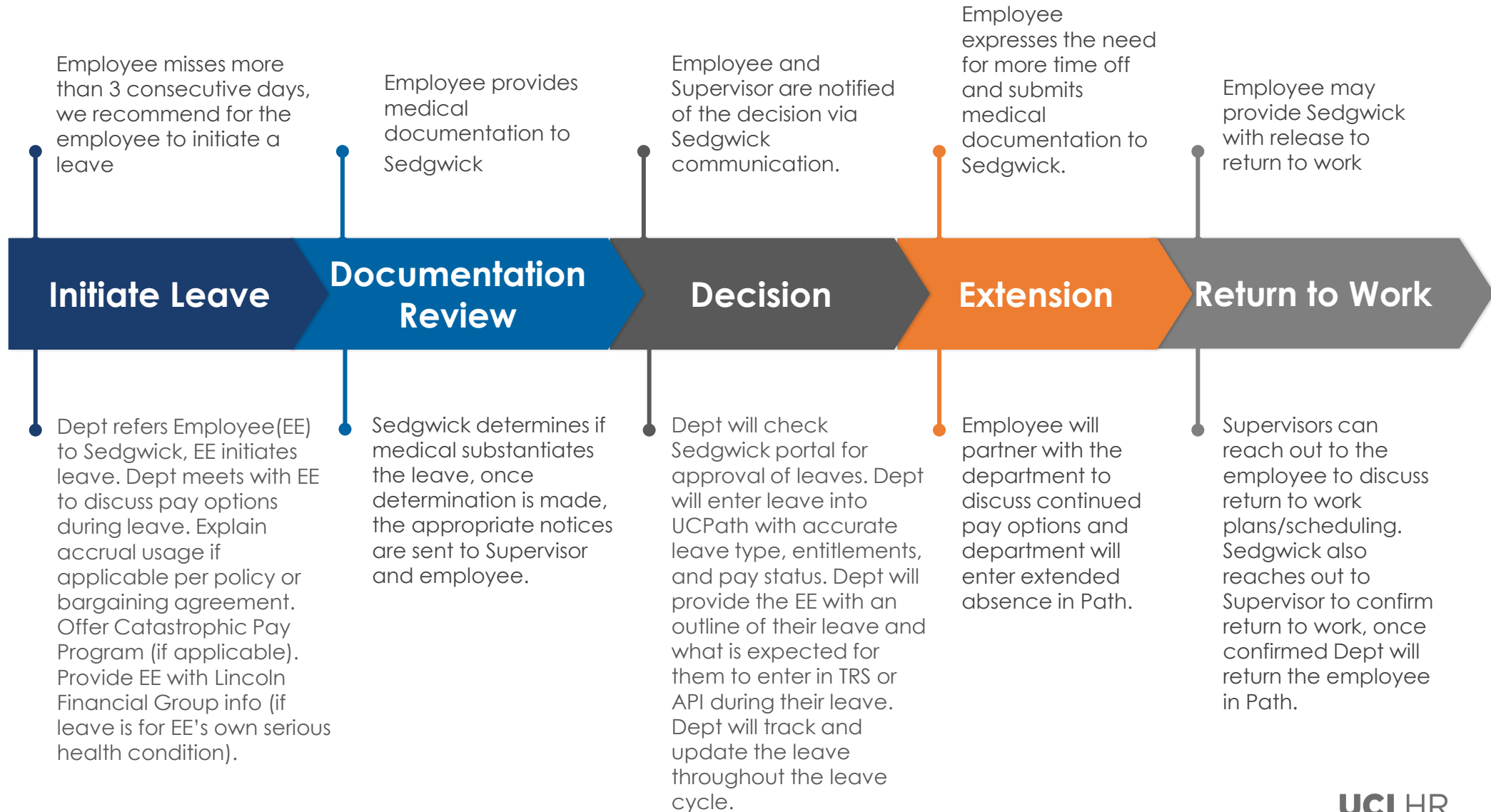
Please have the following information available when you report your claim:

- Your physician or medical care provider's name, address, fax and telephone numbers
  - Your manager's name, telephone number and e-mail address
  - Reason you are out of work (diagnosis/symptoms)
  - Your last day worked, first day absent from work, and anticipated return to work date
3. Keep a record of your claim number. Reporting your claim online provides the added convenience of printing a claim report which includes your claim number and a summary of your claim details.
  4. In order to process your disability claim, you'll also be asked to sign and submit a medical authorization form to your doctor. Note: Lincoln Financial Group requires your physician to provide information about your medical condition. If this information cannot be obtained, benefits may be delayed.
  5. You may securely check the status of your claim online at [www.MyLincolnPortal.com](http://www.MyLincolnPortal.com) or by calling your Case Manager at **1-800-838-4461**.



# Leave of Absences & Entitlements

# Leave Timeline



# New Leave Checklist

1. Review UCPATH, under Administer Extended Absence for any leaves that would affect current leave.
2. Review Leave case in Sedgwick (MySedgwick) for status and eligibility.
3. Review EE's information under Job Data.
  - a. What is their FTE?
    - i. Job Information Tab
  - b. Are they exempt or non-exempt?
    - i. Payroll Tab.
4. Review their accrual balance under Review Absence Balance in Path.
5. Which Union are they with, this depends on which accruals they can use depending on leave type, refer to the spreadsheet (Leave Chart by Bargaining Unit).
  - a. Union information can be found under Job Data, under Job Labor.
6. If leave for own medical - Review UCPATH Benefit Summary to see which STD plan they have.
  - a. Basic: up to maximum of \$800 a month.
  - b. Voluntary Short-Term Disability, 60% of base salary.
  - c. 14 days waiting for both, must use up to 176 hours/22 days sick, if FTE is 1.0 (40 hours a week).
7. Email EE to schedule consult.
8. Complete consult, set appropriate follow up reminder, ie: Confirm FDA (first date of absence), Enter EA (extended absence) in Path before Path deadlines, refer to guide for these dates, check Sedgwick status, Confirm delivery (if applicable), and confirm RTW.
  - a. These examples are not all inclusive.
9. Send employee time coding outline. Review and ensure timecard is updated appropriately.

# Family Medical Leave Act (FMLA)

Provides up to 12 weeks unpaid leave per calendar year for:

Employees serious health condition (inc. pregnancy)

- To care for a new child, whether for the birth of a son or daughter, or for the adoption or placement of a child in foster care.
- To care for a seriously ill spouse, son, daughter, or parent. The child must be under age 18, or over age 18 with a qualifying mental or physical disability.
- To recover from the worker's own serious illness.
- To care for an injured service member in the family.

Eligibility requirements: employed 12 months and have worked 1,250 hours during the 12 months prior to leave

Unpaid leave; provides job protection

Provides for continuation of UC employer paid contributions (medical, dental & vision)

# California Family Rights Act (CFRA)

Eligibility requirements are the same as FMLA, 12 months of service and 1,250 hours worked.

Eligible employees may take CFRA leave for a child, spouse, domestic partner, parent, parent-in-law, grandparent, grandchild, sibling, or someone else related by blood or in a family-like relationship (“designated person”) with a serious health condition.

Provides up to 12 weeks of leave. Will begin after PDL ends.

Parental Bonding –to bond with new child.

- Must be taken within 12 months of birth/placement.
- Must be taken in at least two-week increments.
- May take leave of less than two-week duration on two occasions.

Unpaid leave; provides job protection.

Provides for continuation of UC employer paid contributions (medical, dental & vision)

# Pregnancy Disability Leave (PDL)

- Period of time when considered medically disabled due to pregnancy.
- Generally, begins 2 weeks before birth and ends 6 weeks after birth (8 weeks for C-Section).
- Up to 4 months (based on medical certification).
- Unpaid leave; provides job protection.
- Provides for continuation of UC employer paid contributions (medical, dental & vision).

# Bonding

- California Family Rights Act (CFRA)
- Eligibility requirements are the same as FMLA
- Provides up to 12 weeks of leave
  - Will begin after PDL ends
- Parental Bonding – to bond with new child
  - Must be taken within 12 months of birth/placement (the leave must end the day before the 1st birthday)
  - Must be taken in at least two-week increments
  - May take leave of less than two-week duration on two occasions.
- Unpaid leave; provides job protection
- Provides for continuation of UC employer paid contributions (medical, dental & vision)

# Supplemental FML

- A regular status **non-represented** employee who has exhausted all FMLA is eligible for Supplemental FML for up to an additional 12 workweeks or until the end of the calendar year, whichever is less, if the need for a FML that is in progress continues beyond 12 workweeks.
- However, the aggregate absence from work for PDL, other FMLA, and Supplemental FML may **not exceed seven months** during the calendar year, except as may be required by law.
- For employees on Supplemental FML, health plan coverage (medical, dental, and optical) will continue in accordance with each plan's requirements. \*Subject to full-premiums (UC Employer and Employee Costs) for benefits
- An employee may elect to substitute accrued vacation, sick leave, PTO (if applicable), and/or compensatory time off for leave without pay if the underlying FML is due to the employee's own pregnancy disability or other serious health condition.
- An employee may elect to substitute accrued vacation and up to 30 days of sick leave in a calendar year if the underlying FML is to care for a family member with a serious health condition, parental bonding leave, or Military Caregiver Leave as provided for under applicable provisions of the policy.

# Reproductive Loss Leave

NOT MANAGED BY SEDGWICK

- **Eligibility:**
  - Employed with UCI for at least 30 days. We do not require nor ask for supporting documentation. The employee has a choice on completing the form (Form located on the HR Leaves Page.)
- **Reproductive Loss Leave is defined as:**
  - Failed adoption, failed surrogacy, miscarriage, stillbirth, or an unsuccessful assisted reproduction.
- **Duration:**
  - An eligible employee may take up to five days consecutive or non-consecutive of Reproductive Loss Leave following a reproductive loss. If the employee experiences more than one reproductive loss, the employee may take up to a total of 20 days of Reproductive Loss Leave within a calendar year (no more than five days for each loss).
- **Processing Leave Requests:**
  - Due to the sensitivity around these leaves, Department Leaves Contact & UCI Leaves Team will be managing these leaves in collaboration. Please do not refer them to Sedgwick, refer the employee to the EEC for the initiation process.
- **Pay:**
  - Reproductive Loss Leave is **unpaid**, but eligible employees may elect to use certain types of paid leave to remain on pay status during this leave depending on the policy or collective bargaining agreement that applies to the employee.

# Bereavement Leaves

NOT MANAGED BY SEDGWICK

- Managed by the department Human Resources contact.
- Unpaid Leave.
- Check PPSM and Bargaining Agreements for leave accrual usage.
- CLP (Catastrophic Leave Pay) can be requested for bereavement leaves.
- Employees on unpaid status are subject to full benefit premiums (Employer and Employee portions).

# Personal Leaves

- Managed by Sedgwick and department Human Resources contact.
- Unpaid leave.
- Check PPSM and Bargaining Agreements for permissible leave accrual usage.
- Personal Leave decisions are at the discretion of the department to approve or deny the request. Please note you do not have to approve the entire requested duration, may approve a shorter duration that works best for the department. Be sure to be consistent with your practices.
- Employees on unpaid status are subject to full benefit premiums (Employer and Employee portions).

# Reduced Work Schedule Process

**Exempt & Non-Exempt** (if the employee chooses to supplement their reduced schedule with accruals): Dept must enter the reduced work schedule extended absence entry in Path and enter the hours missed for each day on their timecard and use applicable accruals.

**Exempt** (no accruals beyond waiting period and filing for Disability Benefits): Dept must enter the reduced work schedule extended absence entry in Path, then loop in the HRBP to temporarily lower the appointment/FTE % while maintaining the position at 100%.

New Extended Absence Request								Pers
Extended Absence Details		JED Additional Earnings Codes		Job Overrides	Attachments			
	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FM
1	03/09/2026 <input type="text"/>	03/13/2026 <input type="text"/>	<input type="text"/>	Medical Leave* <input type="text"/>	Employee's SHC-FMLA/CFRA <input type="text"/>	Intermittent/Reduced Sched <input type="text"/>	03/08/2026 <input type="text"/>	

# Intermittent Leaves

- Employee must report all absences to Sedgwick and follow their department's call-in procedure.
- Reporting requirement for Sedgwick is within 5 calendar days of the absence.
  - If they do not report it to Sedgwick, then the absence is not being decrementing from their FMLA/CFRA balance.
- Exempt employees can report accruals in less than 8-hour increments on their timecard if they have an approved intermittent leave. Path will kick the timecard back if there is not an extended absence entry in Path.

New Extended Absence Request							P
Extended Absence Details		JED Additional Earnings Codes		Job Overrides	Attachments		
*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	
1 03/09/2026	03/13/2026		Medical Leave*	Employee's SHC-FMLA/CFRA	Intermittent/Reduced Sched	03/08/2026	

# Return to Work

As a manager or Department Leave Administrator, you are welcome and encouraged to check in periodically and discuss return to work plans with the employee.

For an employee's own medical condition, a medical release note is not required for an employee to return to work. However, if they have a note, please be sure the employee submits the note to Sedgwick.

Upon the employees return to work:

If an employee provides you with a restricted return to work note, and you can accommodate, to expedite the process, you may allow them to return to work, and then you can notify Sedgwick of their return.

You do not have to wait for Sedgwick if you have a copy of the note and can accommodate. This also applies to return-to-work full duty notes.



# Pay Options

# Pay Options During Period of Disability

## Disability claim benefits from Lincoln Financial Group (if enrolled)

- Basic Short-Term Disability (University Paid)
  - 14-day wait period
  - 55% of salary, **up to** \$800/month maximum, up to 6 months
- Voluntary Short-Term Disability Plan (Employee Paid)
  - 14-day waiting period
  - 60% of salary, **up to** \$15,000/month maximum, up to 6 months

## Sick Leave Usage under LFG Disability

- Required to use accrued sick leave up to 22 working days, equivalent to 176 hours (F/T), if available. For 90% FTE, must use up to 158 hours sick, etc.
- Additional use of hours is optional.

## Vacation/PTO usage

- Can be used for waiting period if sick time is exhausted depending on CBA.

## State Disability Insurance (SDI)

- May be applicable if employed at UC less than 18 months or has a second job.

## Unpaid Leave

# State of CA Benefits (EDD)

If Employee has been employed for 18 months or less, please refer to EDD for potential benefits through the state.

Pay is determined based on salary from previous employer.

Please note, eligible employees cannot obtain pay through the state and through UCI simultaneously to bond with their child – unable to receive double pay. However, they can still obtain PFCB pay if it does not run concurrently with Paid Family Leave (PFL), and they have time remaining under CFRA.

Will need to work closely with the employee to ensure PFL and PFCB do not overlap.

The employee would contact EDD for further information: 800-300-5616 or 833-978-2511.

# Paid Family Care & Bonding (PFCB)

PFCB may be an option when employees are taking Family Medical Leave (FML) for the following four reasons:

- To care for a family member with a serious health condition (FMLA/CFRA)
- For Parental Bonding Leave (i.e. Baby Bonding Leave)(FMLA/CFRA)
- For Military Caregiver Leave (FMLA)
- For Qualifying Exigency Leave (FMLA/CFRA)

PFCB is NOT an option when FMLA is taken for:

- Employee's own serious health condition (FMLA/CFRA)
- Employee's pregnancy disability (FMLA/PDLL)

Must qualify for FMLA/CFRA to be eligible for PFCB.

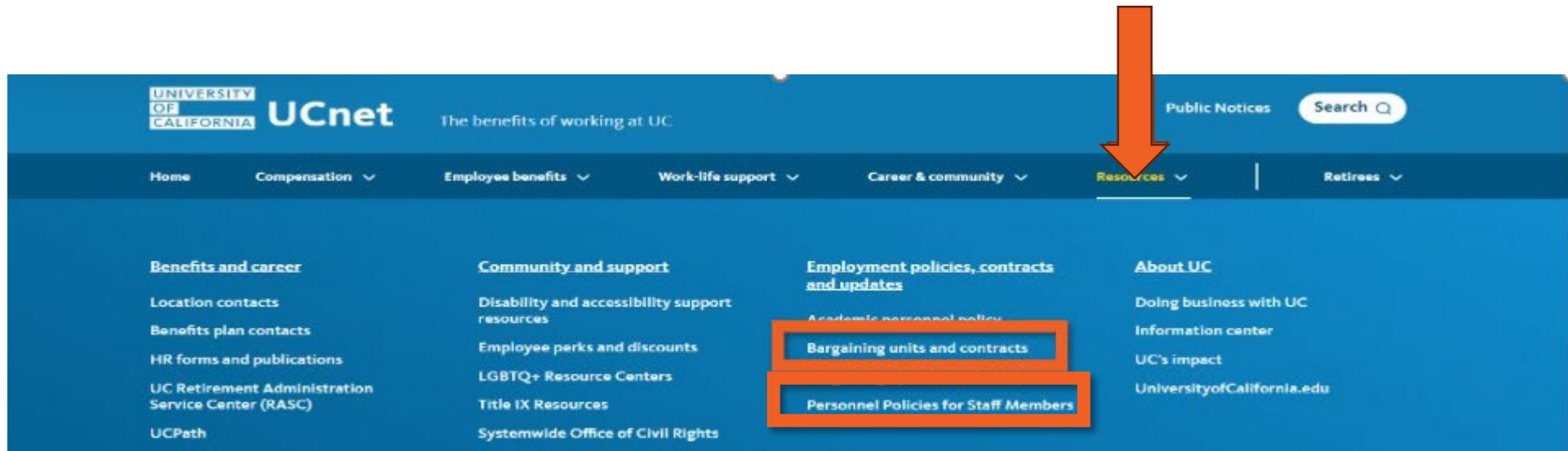
Initial week must be at least 1 workweek

- For Parental Bonding, must be taken in increments of at least 2 weeks (except on 2 occasions)

# Paid Family Care & Bonding (PFCB)

- If eligible, may opt to receive 100% of eligible earnings during certain approved Family and Medical Leaves (FML).
- Up to 8 workweeks **per calendar year**, therefore some employees may get 8 weeks in 2026 and 8 weeks in 2027 depending on eligibility and when the baby was born.
- If employee elects PFCB, they must continue to use PFCB until they,
  - exhaust full 8 work weeks of PFCB for the calendar year, or
  - the qualifying FML ends
- Considered taxable income. Normal deductions are taken out.
- Retirement Service Credits – While on PFCB you will continue to accrue retirement service credits.
- Holidays are no longer decremented from overall PFCB entitlement.
  - Example: PFCB leave is from 10/27/2025 - 12/21/2025 + 3 holiday's extends leave into 12/24/2025 which encounters 2 additional holiday's therefore the PFCB leave would be from 10/27/2025 - 12/26/2025, estimated return to work 12/27/2025.

# Bargaining Contracts and Personnel Policies Related to Pay While on Leave



# Catastrophic Leave Program

## Overview

The UCI Program applies to Campus, Health center and Health Sciences employees and permits salary and benefits continuation for non-represented and eligible represented UCI staff and eligible faculty who have exhausted all paid leave due to catastrophic personal circumstances, including:

- their own serious illness or injury
- caring for a seriously ill member of the staff or eligible faculty member's family or household; or
- the death of a family member. Subject to the stated eligibility requirements, salary and benefits continuation is achieved through donation of vacation credits from other.
- This program is managed by the EEC.

# Catastrophic Leave Continued

- You're required to use any leave accrued during the previous pay period(s) prior to use of donated leave hours.
- May use donated hours only up to their regular appointment percentage in any pay period.
- May receive designated donated (if there are any) and General Pool hours during any unpaid portion of the Basic/Voluntary Short Term Disability Plan waiting period. Eligibility ends when Disability Plan benefits begin.
- May receive a maximum of 40 hours, per calendar year, from the General Pool to supplement their leave.
- May not receive any hours, or fewer than 40 hours, from the General Pool if there are not sufficient hours in the General Pool.
- The extended absence entry in path, must reflect paid for the dates the employee is receiving Catastrophic hours, so the CAT hours can be paid out.

## How to Apply:

[https://uci.service-now.com/eec?id=sc\\_cat\\_item&sys\\_id=30be30e61bff0c10953b7510cd4bcb4c](https://uci.service-now.com/eec?id=sc_cat_item&sys_id=30be30e61bff0c10953b7510cd4bcb4c)

“

# Impact to Benefits While on Leave

# Insurance Benefits While on Leave

Paid Leave	Unpaid Leave
<p>All insurance benefits continue as normal deductions from paycheck.</p>	<p>Medical Insurance: monthly premiums billed to home address from UC Path; employees receive UC employer paid contribution when employee's leave qualifies for PDL, FMLA, CFRA entitlement(s) or on approved short-term disability claim with Lincoln Financial.</p>
	<p>Dental &amp; Vision Insurance: monthly premiums paid by UC when employee's leave qualifies for PDL, FMLA, CFRA entitlement(s).</p>
	<p>Life Insurance: It depends on the plan you've elected, please refer to the Leave Without Pay guide.</p>
	<p>Lincoln Financial Disability: monthly premiums not due while utilizing disability plan.</p>
	<p>URRP: Employees do not contribute to UC Pension while on unpaid leave.</p>

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# Timecard Coding & More

# Timecards While on Leave Non-Exempt

	<b>Non-Exempt</b>
<b>TRS - Intermittent or Reduced Work Schedule Leave</b>	<ul style="list-style-type: none"> <li>*Extended Absence must be entered in UCPATH for system to accept FMLA pay codes.</li> <li>*Leave must be approved with Sedgwick before entering EA.</li> <li>*Pay codes: Sick FML, Vacation FMLA, LWOP FML.</li> </ul>
<b>TRS - Continuous</b>	<ul style="list-style-type: none"> <li>*Unpaid Leave - Approved Leave without Pay must be recorded on their timecard.</li> <li>*Unpaid Leave - Paycodes: LWOP (Leave without Pay) or if approved under FMLA, FMLA NP (no pay).</li> <li>*Paid Leave - Sick and vacation hours must be recorded on timecards.</li> </ul>
<b>TRS - PFCB</b>	<ul style="list-style-type: none"> <li>*Extended Absence must be entered in UCPATH for system to accept FMLA pay codes.</li> <li>*Leave must be approved with Sedgwick before entering the EA.</li> <li>*TRS users must enter their own PFCB hours to receive pay.</li> <li>*Holidays &amp; PFCB - We do not count holidays towards the overall PFCB duration. We leave the Holiday paycode on the timecard.</li> <li>*Pay codes: Family Care (Family Care &amp; Bonding)</li> </ul>

# Timecards While on Leave Exempt

	<b>Exempt</b>
<b>TRS - Intermittent or Reduced Work Schedule Leave</b>	<p>*Extended Absence must be entered in UCPATH for system to accept FMLA pay codes or the partial absences.</p> <p>*Leave must be approved with Sedgwick before entering EA.</p> <p>*Pay codes: Sick FML, Vacation FMLA, LWOP FML.</p>
<b>TRS - Continuous</b>	<p>*Unpaid Leave - Unpaid Extended Absence must be entered into UCPATH before the Path deadline or they will be paid in full.</p> <p>*Unpaid Leave - We do <b>NOT</b> enter Leave without pay on their timecards, we leave the timecard blank.</p> <p>*Paid Leave - Only sick and vacation hours must be recorded on timecards for Exempt employees.</p>
<b>TRS - PFCB</b>	<p>*Extended Absence must be entered in UCPATH for system to accept FMLA pay codes.</p> <p>*Leave must be approved with Sedgwick before entering the EA.</p> <p>*TRS users it's recommended to enter PFCB hours.</p> <p>*Holidays &amp; PFCB - We do not count holidays towards the overall PFCB duration. We leave the Holiday paycode on the timecard.</p> <p>*Pay codes: Family Care (Family Care &amp; Bonding)</p>

# Payroll Issues & Missed Deadline

Some examples of where we can run into payroll issues.

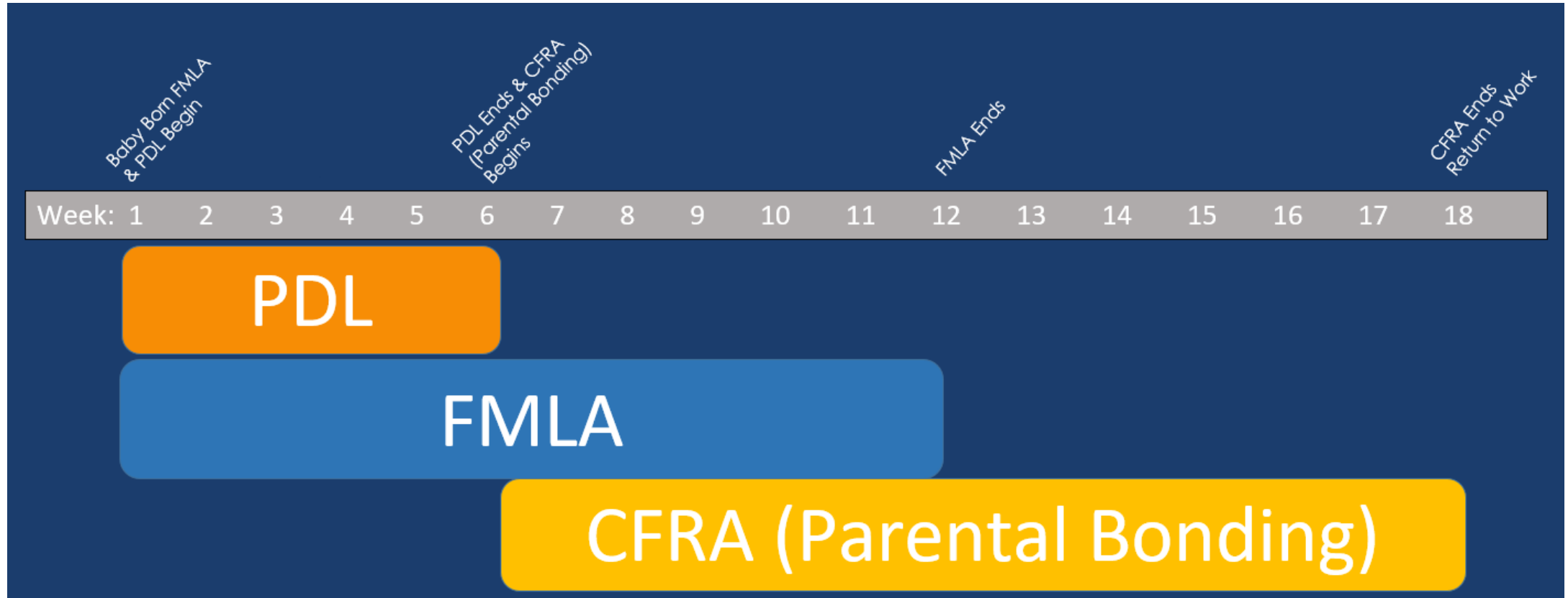
- Exempt Employee on an **unpaid** leave and the extended absence was entered after deadline.
  - This would cause an overpayment and you will need to contact payroll.
- Exempt Employee on an **unpaid** leave and the extended absence was not updated with their return to work before deadline.
  - This would cause the employee to be underpaid and you will need to contact payroll.
- The PFCB extended absence was entered after Path deadline and the PFCB pay was not issued.
  - If the employee is **exempt** contact payroll to update their timecard, but employee's pay would **not** be impacted.
  - If the employee is **non-exempt**, this would cause an **underpayment**, therefore you will need to contact payroll to update the timecard and initiate an off-cycle check.



# Path Entries

# Pregnancy Disability Timeline

## How do FMLA, CFRA, and PDL Interact?



# Medical Leave 14 Day Disability Waiting Period

**New Extended Absence Request** Personalize | Find | View All | [grid icon] | [calendar icon] First 1 of

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments [calendar icon]

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	03/01/2024 [calendar icon]	03/15/2024 [calendar icon]	[calendar icon]	Medical Leave*	Employee's SHC-FMLA/CFRA	Paid-Block	02/29/2024 [calendar icon]		Notes	Save	Submit

**New Extended Absence Request** Personalize | Find | View All | [grid icon] | [calendar icon] First 1 of

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments [calendar icon]

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	03/15/2024 [calendar icon]	04/15/2024 [calendar icon]	[calendar icon]	Medical Leave*	Employee's SHC-FMLA/CFRA	Unpaid-Block	02/29/2024 [calendar icon]		Notes	Save	Submit

- Enter Medical Leave for 14 days, paid using sick and or vacation accruals (per their bargaining contract). For further information around Holiday pay please refer to the appropriate contract or policy.
  - This is only when the employee has 10 days of accruals, if less than the paid portion would only reflect their actual accrual balance.
  - If the employee does not have enough accruals to satisfy the waiting period, then the employee can request Catastrophic Leave.
- Enter the remainder of leave, unpaid and employee will receive disability.

# Medical Leave Using 22 Days of Sick Before Disability Starts

New Extended Absence Request Personalize | Find | View All | [Print] [Calendar] First 1 of 1

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	03/01/2024 [Calendar]	04/03/2024 [Calendar]	[Calendar]	Medical Leave*	Employee's SHC-FMLA/CFRA	Paid-Block	02/29/2024 [Calendar]		Notes	Save	Submit

New Extended Absence Request Personalize | Find | View All | [Print] [Calendar] First 1 of 1

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	04/03/2024 [Calendar]	04/15/2024 [Calendar]	[Calendar]	Medical Leave*	Employee's SHC-FMLA/CFRA	Unpaid-Block	02/29/2024 [Calendar]		Notes	Save	Submit

- Enter Medical Leave using 22 days of sick
- Enter the remainder of leave, unpaid and employee will receive disability

# Pregnancy Disability Leave With & Without FMLA Eligibility

**New Extended Absence Request** Personalize | Find | View All | | First 1 of 1

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	03/01/2024	04/03/2024		Childbearing Leave*	Pregnancy Disability-FMLA/PDLL	Paid-Block	02/29/2024		Notes	Save	Submit

**New Extended Absence Request** Personalize | Find | View All | | First 1 of 1

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	04/03/2024	04/26/2024		Childbearing Leave*	Pregnancy Disability-FMLA/PDLL	Unpaid-Block	02/29/2024		Notes	Save	Submit

- Enter Pregnancy Leave using 22 days of sick
- Enter the remainder of leave, unpaid and employee will receive disability

**New Extended Absence Request** Personalize | Find | View All | | First 1 of 1 Last

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	03/01/2024	04/03/2024		Childbearing Leave*	Pregnancy Disability-PDLL	Paid-Block	02/29/2024		Notes	Save	Submit

**New Extended Absence Request** Personalize | Find | View All | | First 1 of 1 Last

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	04/03/2024	04/26/2024		Childbearing Leave*	Pregnancy Disability-PDLL	Unpaid-Block	02/29/2024		Notes	Save	Submit

# Parental Bonding

Request Extended Absence

Empl ID [REDACTED] Nonexempt Benefit Summary Review Absence Balance

**FMLA/CFRA Eligibility**

Eligible for FMLA?:  FMLA Override:  PFCB override:   
Eligible for CFRA?:  CFRA Override:   
Service Months: 251.94 Eligibility Hours: 1525.25  
Note: Exempt employees may be eligible regardless of the reflected eligibility hours. [More Info](#)

**\*FMLA/CFRA/PDLL Balances & Takes**

FMLA Balance: FULL CFRA Balance: FULL PDLL Balance: FULL  
FMLA Taken: 0 CFRA taken: 0 PDLL taken: 0  
\*Note: Balances and Takes are as of 04/13/2024

**\*PFCB Balance & Takes**

PFCB Balance 0  
PFCB Taken 0

**Extended Absence Summary** Personalize | Find | View All | First 1 of 1

Extended Absence Details | JED Additional Earnings Codes | Workers' Compensation | Sabbatical | Pay Period Dates for AY Academics | Job Overrides | Attachments

Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes
1										

**New Extended Absence Request** Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

* Start Date	* Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave
1 01/22/2024 [31]	03/16/2024 [31]	[31]	Parental Bonding*	

Message

Is this (PFCB) Parental Bonding and Family Care related? (32001,1901)

Yes No

- Enter Start Date (First day of leave)
- Expected Return Date (Day after end date of PFCB)
- Leave Type – select Parental Bonding

- Select “Yes” when asked if this is (PFCB) related
- Pop up message will appear when the leave type is eligible for PFCB pay

# Parental Bonding, Cont.

Empl ID [REDACTED] Nonexempt Benefit Summary Review Absence Balance

FMLA/CFRA Eligibility			*FMLA/CFRA/PDLL Balances & Takes			*PFCB Balance & Takes
Eligible for FMLA?: <input checked="" type="checkbox"/>	FMLA Override: <input type="checkbox"/>	PFCB override: <input type="checkbox"/>	FMLA Balance: FULL	CFRA Balance: FULL	PDLL Balance: FULL	PFCB Balance 0
Eligible for CFRA?: <input checked="" type="checkbox"/>	CFRA Override: <input type="checkbox"/>		FMLA Taken: 0	CFRA taken: 0	PDLL taken: 0	PFCB Taken 0
Service Months: 251.94	Eligibility Hours: 1525.25		*Note: Balances and Takes are as of 04/13/2024			
Note: Exempt employees may be eligible regardless of the reflected eligibility hours. <a href="#">More Info</a>						

**Extended Absence Summary** Personalize | Find | View All | First 1 of 1 Last

Extended Absence Details											JED Additional Earnings Codes	Workers' Compensation	Sabbatical	Pay Period Dates for AY Academics	Job Overrides	Attachments
Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes						
1										Notes						

**New Extended Absence Request** Personalize | Find | View All | First 1 of 1 Last

Extended Absence Details											JED Additional Earnings Codes	Job Overrides	Attachments
	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit		
1	01/22/2024	03/16/2024		Parental Bonding*	PFCB Parental Bond-FMLA/CFRA	Paid-Block	01/19/2024	320	Notes	Save	Submit		

- For the FMLA/CFRA/PDLL Leave section select PFCB Parental Bonding (then choose FMLA/CFRA or FMLA or CFRA)
- Paid/Unpaid – select Paid-Block
- Enter Last Date Worked
- Enter your notes for this leave

# Parental Bonding, Cont.

The screenshot displays two sections of an HR system interface. The top section, 'Extended Absence Summary', shows a table with one entry for 'Parental Bonding\*' with a start date of 01/22/2024 and an expected return date of 03/16/2024. The bottom section, 'New Extended Absence Request', shows a form with fields for start and return dates. A pop-up message box is overlaid on the form, displaying the text 'The Extended Absence Request was Submitted Successfully' and an 'OK' button.

Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes	
1	535775	01/22/2024	03/16/2024		Parental Bonding*	PFCB Parental Bond-FMLA/CFRA	Paid-Block	01/19/2024	320.00	Submitted	Notes

*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave
1				

Message

The Extended Absence Request was Submitted Successfully

OK

- After clicking the Submit button you will get the pop-up message that your leave entry was submitted successfully. Click OK
- Your leave has now been submitted and waiting for approval by your local department HR approver.

# FMLA/CFRA Exhausted Leave

Request Extended Absence

Empl ID [REDACTED] Nonexempt Benefit Summary Review Absence Balance

### FMLA/CFRA Eligibility

Eligible for FMLA?:  FMLA Override:  PFCB override:   
Eligible for CFRA?:  CFRA Override:   
Service Months: 251.94 Eligibility Hours: 1445.75  
Note: Exempt employees may be eligible regardless of the reflected eligibility hours. [More Info](#)

### \*FMLA/CFRA/PDLL Balances & Takes

FMLA Balance: FULL CFRA Balance: FULL PDLL Balance: FULL  
FMLA Taken: 0 CFRA taken: 0 PDLL taken: 0  
\*Note: Balances and Takes are as of 04/27/2024

### \*PFCB Balance & Takes

PFCB Balance 0  
PFCB Taken 0

### Extended Absence Summary

Personalize | Find | View All | First 1 of 1 Last

Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes
1	535775	01/22/2024	03/16/2024	Parental Bonding*	PFCB Parental Bond-FMLA/CFRA	Paid-Block	01/19/2024	320.00	Denied	Notes

### New Extended Absence Request

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave
1	01/22/2024	03/16/2024	Medical Leave*	

### Message

Is this (PFCB) Parental Bonding and Family Care related? (32001,1901)

Notes Save Submit

- Enter Start Date (First day without FMLA or CFRA entitlement)
- Expected Return Date (Day after leave ends)
- Leave Type – select Leave type accordingly

- Select “No” when asked if this is (PFCB) related
- Pop up message will appear when the leave type is eligible for PFCB pay

# FMLA/CFRA Exhausted Cont.

Request Extended Absence

Empl ID [REDACTED] Nonexempt Benefit Summary Review Absence Balance

### FMLA/CFRA Eligibility

Eligible for FMLA?:  FMLA Override:  PFCB override:   
Eligible for CFRA?:  CFRA Override:   
Service Months: 251.94 Eligibility Hours: 1445.75  
Note: Exempt employees may be eligible regardless of the reflected eligibility hours. [More Info](#)

### \*FMLA/CFRA/PDLL Balances & Takes

FMLA Balance: FULL CFRA Balance: FULL PDLL Balance: FULL  
FMLA Taken: 0 CFRA taken: 0 PDLL taken: 0  
\*Note: Balances and Takes are as of 04/27/2024

### \*PFCB Balance & Takes

PFCB Balance 0  
PFCB Taken 0

### Extended Absence Summary

Personalize | Find | View All | [Print] [Refresh] First 1 of 1 Last

Extended Absence Details		JED Additional Earnings Codes		Workers' Compensation	Sabbatical	Pay Period Dates for AY Academics		Job Overrides	Attachments	
Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes
1	535775	01/22/2024	03/16/2024	Parental Bonding*	PFCB Parental Bond-FMLA/CFRA	Paid-Block	01/19/2024	320.00	Denied	Notes

### New Extended Absence Request

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments | [Print] [Refresh]

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL
1	01/22/2024 [Calendar]	03/16/2024 [Calendar]	[Calendar]	Medical Leave*	[Dropdown]

Message

Please consider selecting the appropriate FMLA/CFRA/PDLL for the leave of absence if applicable. (32004,340)

OK

First 1 of 1 Last

Submit [Submit] [Previous] [Next]

- Click ok.

# FMLA/CFRA Exhausted Leave Cont.

<b>FMLA/CFRA Eligibility</b>			<b>*FMLA/CFRA/PDLL Balances &amp; Takes</b>			<b>*PFCB Balance &amp; Takes</b>
Eligible for FMLA?: <input checked="" type="checkbox"/>	FMLA Override: <input type="checkbox"/>	PFCB override: <input type="checkbox"/>	FMLA Balance: FULL	CFRA Balance: FULL	PDLL Balance: FULL	PFCB Balance 0
Eligible for CFRA?: <input checked="" type="checkbox"/>	CFRA Override: <input type="checkbox"/>		FMLA Taken: 0	CFRA taken: 0	PDLL taken: 0	PFCB Taken 0
Service Months: 251.94	Eligibility Hours: 1445.75		*Note: Balances and Takes are as of 04/27/2024			
Note: Exempt employees may be eligible regardless of the reflected eligibility hours. <a href="#">More Info</a>						

Extended Absence Summary											
Personalize   Find   View All   [Grid Icon]   [Calendar Icon] First 1 of 1 Last											
Extended Absence Details   JED Additional Earnings Codes   Workers' Compensation   Sabbatical   Pay Period Dates for AY Academics   Job Overrides   Attachments											
Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes	
1	535775	01/22/2024	03/16/2024		Parental Bonding*	PFCB Parental Bond-FMLA/CFRA	Paid-Block	01/19/2024	320.00	Denied	Notes

New Extended Absence Request										
Personalize   Find   View All   [Grid Icon]   [Calendar Icon] First 1 of 1 Last										
Extended Absence Details   JED Additional Earnings Codes   Job Overrides   Attachments										
* Start Date	* Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	01/22/2024 [31]	03/16/2024 [31]		Medical Leave*		Unpaid-Block	01/19/2024 [31]		Notes	Save Submit - +

- Since this employee exhausted their FMLA/CFRA entitlements you will not designate it as FMLA/CFRA
- Select Paid or Unpaid accordingly
- If an employee is on an unpaid unprotected leave, they will be responsible for the entire portion of their benefit premiums (the employee & UC portions)
- Enter your notes accordingly Ex: EE out on non-FMLA/non-CFRA Medical Leave. Unpaid Block 1/22/24 – 3/16/24. Expected RTW 3/16/24. Thank you.
- Check the leave entry for accuracy then click Submit.
- Please note once all leave entitlements have been exhausted the leave will be processed under Disability Management/Accommodation.

# Supplemental FMLA (non-represented)

Request Extended Absence

Empl ID [Redacted] Nonexempt Benefit Summary Review Absence Balance

<b>FMLA/CFRA Eligibility</b> Eligible for FMLA?: <input checked="" type="checkbox"/> FMLA Override: <input type="checkbox"/> PFCB override: <input type="checkbox"/> Eligible for CFRA?: <input checked="" type="checkbox"/> CFRA Override: <input type="checkbox"/> Service Months: 251.94      Eligibility Hours: 1374.50 Note: Exempt employees may be eligible regardless of the reflected eligibility hours. <a href="#">More Info</a>			<b>*FMLA/CFRA/PDLL Balances &amp; Takes</b> FMLA Balance: FULL      CFRA Balance: FULL      PDLL Balance: FULL FMLA Taken: 0      CFRA taken: 0      PDLL taken: 0 *Note: Balances and Takes are as of 04/27/2024			<b>*PFCB Balance &amp; Takes</b> PFCB Balance 0 PFCB Taken 0		
---	--	--	--	--	--	--	--	--

**Extended Absence Summary**      Personalize | Find | View All | [Grid Icon]      First 1 of 1 Last

Transaction Number	Start Date	Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	Paid/Unpaid	Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Workflow Status	Notes
1	535775	01/22/2024	03/16/2024	Parental Bonding*	PFCB Parental Bond-FMLA/CFRA	Paid-Block	01/19/2024	320.00	Denied	Notes

**New Extended Absence Request**      Personalize | Find | View All | [Grid Icon]      First

* Start Date	* Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	* Paid/Unpaid	* Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Sub
01/22/2024 [BT]	03/16/2024 [BT]	[BT]	Supplemental FMLA		Unpaid-Block	01/19/2024 [BT]		Notes	Save	Sub

- Enter Start Date (First day of leave or First day without FMLA or CFRA entitlement.)
- Expected Return Date (Day after end date)
- Leave Type – select Supplemental FMLA
- Select Paid/Unpaid option
- Enter Last Day Worked
- Check the leave entry for accuracy then click Save and then Submit
- Only for Non-Represented employees

# Editing Extended Absences

- When the extended absence entry is in approval processing status, meaning it is sitting with Path to approve therefore the option to edit the transaction is not available. You can submit a ticket to Path and request them to push it back. Or depending on the deadline and type of extended absence you can wait for Path to process the approval and then update.
- Please note around pushed back extended absences in path. Once these are updated and re-submitted, the local approver must go under Administer Extended Absences, search for the extended absence to approve.
  - The extended absence will not show up in your worklist, so you must reach out to your approver, ask them to search for it and approve it.



# Accommodation or Disability Management

# RECOGNIZING LEAVE & ACCOMMODATION NEEDS

Employee's may not specifically ask for a leave of absence or an accommodation, here are some ways to recognize there is a need:

This is not always straightforward

- Isn't always "I hurt my back and can't lift".
- Challenges can be physical or mental.
- Can be seen as stress, a need to step away from work frequently, need more time to complete tasks, loss of focus in their environment, crying at work, sleeping at work, etc.
- Can be excessive absences or frequent tardies.
- Can be an employee using medical reasoning as an explanation for absences or performance issues (medication makes it hard to focus, needing extra breaks due to illness, etc.).

Keep an ear out for anything that might be putting us on notice of a disability, or something that has put us on notice in the past.

Advise the employee that if they believe they have a disability that needs accommodation or leave of absence, they should reach out to Sedgwick for assistance and to start the process. Discussions with the employee should be documented.

# CAN & CANNOT'S

- When making a request, medical documentation only needs to indicate that an individual has a disability/serious health condition which necessitates a reasonable accommodation or leave of absence. Specific diagnosis information is not required.

## Cannot:

- Ask the individual or their medical provider to specify the medical diagnosis/condition.
- Ask the reason **why** an accommodation or leave is needed.

## Can:

- You can ask if the employee needs an accommodation or leave of absence.
- Provide the individual with the correct information to start the accommodation or leave process.
- Ask for estimated dates in which the accommodation or leave may be needed.
- Ask if there is anything you can do to provide support.
- Check in periodically and discuss return to work plans with the employee.

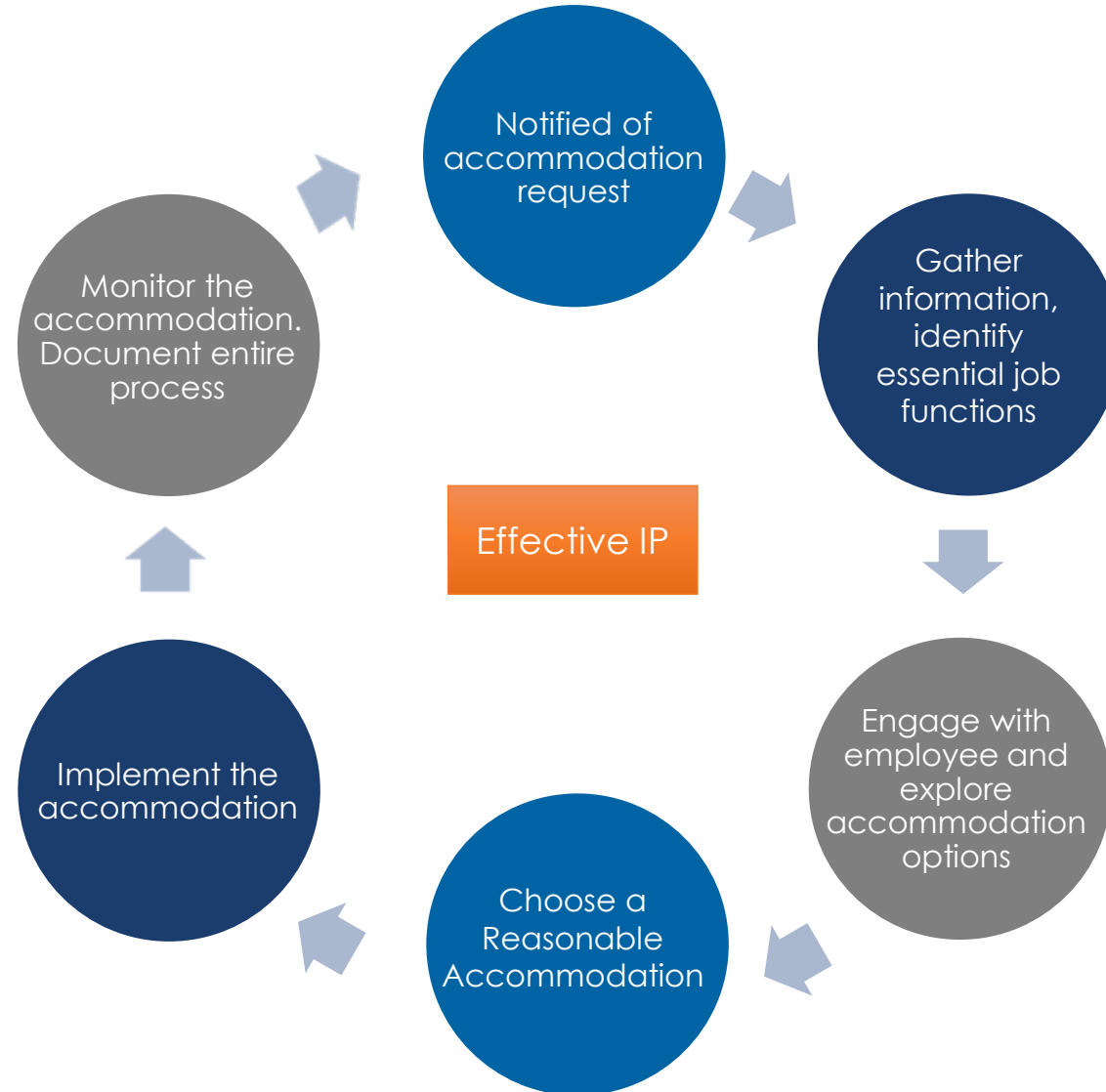
# INTERACTIVE PROCESS

Interactive Process refers to the process in which employees, supervisors, and their departments determine whether a reasonable accommodation can be made to an employee. This is a **legal obligation** that applies to both workers' compensation and non-occupational related injuries or illnesses.

Once we are aware of an accommodation need, we are required to engage in the interactive process to find out if there are reasonable accommodations that will allow them to be successful.

The Disability Management Specialist will help guide you through this process.

# INTERACTIVE PROCESS





# Resources

# Resources/Websites

- <https://hr.uci.edu/>
- <https://hr.uci.edu/partnership/LAW/quick-request.php>
- <https://hr.uci.edu/partnership/leaves/>
- <https://hr.uci.edu/partnership/LAW/leaveadmin/>
- <https://hr.uci.edu/partnership/LAW/workers-compensation.php>
- Coming in 2026 New Accommodation Website!

# Resources & Trainings

Your Guide to UC Disability Benefits

<https://ucnet.universityofcalifornia.edu/forms/pdf/your-guide-to-uc-disability-benefits-fact-sheet.pdf>

Disability Information on UC Net

<https://ucnet.universityofcalifornia.edu/forms/pdf/your-guide-to-uc-disability-benefits-fact-sheet.pdf>

Upcoming Trainings – please register under UCLC

- Quarterly Disability Management & The Interactive Process
- Bi-Annual - mySedgwick Training
- Every Other Month - Expecting Parents Workshop
- Bi-Annual – Leaves & UCPath Entries for De-Centralized Campus (this training)
- Bi-Annual - Managing Staff Leaves w/ Sedgwick training.
  - Please be sure to register for the appropriate training, i.e. Campus/COHS or Medical Center.

?

# Questions