

Parental Leave

Frequently Asked Questions (FAQs)

No matter how your family is growing, whether through birth, surrogacy or adoption, our parental leave may provide parents enrolled in short-term leave time off to bond with their new child.

Check out our list of frequently asked questions below. You can click on a topic from the table of contents below or search the entire document. Additional information, such as parental leave overviews, can be found at [BSWHealth.com/Benefits](https://www.bswhealth.com/Benefits). To request a parental leave, contact the Absence Center at **844-511-5762**.

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GENERAL QUESTIONS

- 1. What is parental leave?**
Parental leave provides income replacement to team members enrolled in short-term leave (also known as short-term disability) who welcome a new child via birth, surrogacy or adoption.
- 2. How many weeks of parental leave am I eligible for?**
For birth or adoption in 2025 or 2026, you are eligible for 4 weeks of 100% paid parental leave.
- 3. Do I need to take parental leave right away?**
No, parental leave can be taken any time within the first 12 months of your child's birth or adoption.
- 4. Can parental leave be taken intermittently?**
No, parental leave must be taken continuously.
- 5. Am I able to take additional time off beyond what is provided through parental leave?**
You may be eligible for additional time off through Family Medical Leave (FMLA) to bond with your child. Available time off will be applied to this bonding time, otherwise it will be unpaid.
- 6. If I am not enrolled in short-term leave, am I eligible for parental leave?**
No, you must be enrolled in short-term leave prior to the birth or adoption of your child to receive paid parental leave benefits. If you are not enrolled in short-term leave, you may still be eligible for bonding time through FMLA or personal leave; however, you would need to use any available time off in order to be paid.

ELIGIBILITY QUESTIONS

- 7. Who is eligible for parental leave?**
The following team members are eligible for parental leave:
 - **Birthing parents:** Team members who have given birth to a child
 - **Non-birthing parents:** Team members who are the spouse or partner of someone who has given birth or the new parent of an adopted child*



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You must also be enrolled in short-term leave prior to the birth or adoption of your child.

*The adoption of a spouse's child is excluded from this policy

8. Is there a pre-existing condition provision for parental leave?

A pre-existing condition does not apply to parental leave; however, you must be enrolled in the short-term leave plan before your child's birth/adoption in order to be eligible.

Note: A pre-existing condition provision may apply to the medical portion of short-term leave for birthing parents. See question 11 below for more information.

9. If both my spouse and I work for BSW, are we both eligible for parental leave?

Yes, you both may be eligible for parental leave.

Note: Eligible spouses who both work for BSW are limited to a combined total of 12 work weeks of FMLA in a 12-month period to bond with their new child.

10. Can one parent use parental leave immediately after following the birth or placement of a child and the other parent use parental leave after?

Yes, eligible team members can take parental leave anytime within the first 12 months of the child's birth or adoption.

BIRTHING PARENTS

11. Am I subject to the pre-existing condition provision for the medical portion of my short-term leave for childbirth recovery?

If you enroll in short-term leave outside of your initial enrollment period (e.g. during annual enrollment), you are subject to the pre-existing condition provision. Meaning, that if you've been diagnosed, treated or received medical advice for a condition (including pregnancy) within three months of the effective date on the plan, that condition will be excluded for a period of 12 months. If you're pregnant at the time you enroll, your delivery and recovery will be excluded from the short-term leave benefits for that coverage year.

If you enroll during your initial enrollment period (e.g. when you are hired), the pre-existing condition provision would not apply.

12. How will my short-term leave for childbirth recovery be supplemented with paid time off (PTO, Sick, etc.)?

Depending on your time off plan, your short-term leave may be automatically supplemented by your available time off balance (e.g. PTO, Sick, etc.), potentially bringing your pay up to 100%. View the [Parental Leave Overviews](#) for additional information on how these programs work together.

13. What does the transition from short-term leave for medical (childbirth recovery) to parental leave look like?

To view how this transition may look for birthing parents, review the applicable [Parental Leave Overview](#).

REQUESTING PARENTAL LEAVE



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14. How do I request parental leave?

Leave requests should be submitted to the Absence Center by calling 844-511-5762 or accessing the BSWH Absence Center portal. There are two ways to access the portal:

- Visit myPeoplePlace.com and click on the Absence Center tile, or
- Log on directly at mySedgwick.com/BSWH