

# Overview | Parental Leaves

## For birthing and non-birthing parents (including adoption and surrogacy)

When you welcome a new addition to your family, your leave can be covered by a combination of the below. It is important to understand that how your leave is administered is different than how you are paid on leave. You have continuation of health insurance benefits coverage under each type.\*

### How your leave is administered

	Family Medical Leave (FMLA)	OR	Company Medical Leave	OR	Parental Leave
<b>Coverage</b>	May provide eligible employees unpaid, job-protected leave for qualified medical or family reasons, including bonding		May provide eligible employees that are not FMLA-eligible time off for their own medical reasons (does not cover bonding)		May provide employees that are not FMLA-eligible time off to bond with their child
<b>Eligibility</b>	<ul style="list-style-type: none"> <li>Employed for at least 12 months</li> <li>Worked at least 1,250 hours during the 12 months prior to the start of the leave</li> </ul>		<ul style="list-style-type: none"> <li>No waiting period—employees are eligible upon hire</li> <li>Full or part-time employees</li> <li>Not eligible for FMLA</li> </ul>		<ul style="list-style-type: none"> <li>No waiting period—employees are eligible upon hire</li> <li>Enrolled in short-term disability</li> <li>Not eligible for FMLA</li> </ul>
<b>Length</b>	Up to 12 weeks		Up to 180 days		3 weeks

### How you are paid

	Short-term Disability (STD)	AND	Parental Leave
<b>Coverage</b>	Provides up to 180 days of income replacement if you suffer a non-work-related injury, illness or pregnancy that prevents you from working.		Provides income replacement if you welcome a new child via birth, surrogacy or adoption.
<b>Eligibility</b>	<p><b>You must be enrolled in STD to receive disability benefits/pay via STD or parental leave.</b> If you have not elected STD, you may still be eligible for a leave of absence—available PTO would be used and exhausted for the duration of your leave, then your leave would be unpaid.</p> <div style="border: 1px solid red; padding: 5px;"> <p><b>Those newly enrolled in the STD plan are subject to the preexisting condition provision:</b></p> <p><i>If you've been diagnosed, treated or received medical advice for a condition within three months of your effective date on the plan (Oct. 1 - Dec. 31 for those who enroll during annual enrollment), that condition will be excluded for a period of 12 months. If you are pregnant at the time you enroll, your delivery and recovery will be excluded from the STD benefit for that coverage year. If you are currently enrolled in the plan or are a new hire or newly benefit eligible, you are not subject to the provision.</i></p> </div>		

## Who to contact: Absence Center

To report a new claim, to view an existing claim or for questions about leaves of absence:

Access via  
[mySedgwick.com/BSWH](https://mySedgwick.com/BSWH)

Access via [PeoplePlace > Absence Center \(Leaves\)](#)

Call (844) 511-5762

\*While on paid leave, benefit premiums continue to be deducted from your paycheck. If on unpaid leave, benefit premiums will be billed directly to you from our third-party vendor, Optum. Please pay promptly to avoid termination of insurance coverage.

# Family Medical Leave (FMLA)

See first page for eligibility requirements.

**Short-term disability:** Applies to any female employee who initiates a continuous leave after giving birth to a child. Time off prior to delivery may be approved under the disability plan if medically necessary.

There are two different options:

- Childbirth
- Childbirth by C-section.

**Parental leave:** Applies to birthing parent and non-birthing parent (male or female). Situations could include:

- Birth of biological child
- Birth of child via surrogacy
- Legal adoption of child (not biologically related to either parent) under the age of 18

Leave may be taken at any point within the first twelve (12) months of the child's birth/adoption.

Week of leave											
1	2	3	4	5	6	7	8	9	10	11	12

## Maternity | Childbirth

Elimination Period* for 1 week 100% PTO	Short Term Disability** for 5 weeks 60% STD / 40% PTO or 70% STD / 30% PTO	Parental Leave for 3 weeks 100% STD	Additional Bonding† for up to 3 weeks 100% PTO
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## Maternity | Childbirth by C-section

Elimination Period for 1 week* 100% PTO	Short Term Disability** for 7 weeks 60% STD + 40% PTO or 70% STD + 30% PTO	Parental Leave for 3 weeks 100% STD	Additional Bonding† for up to 1 week 100% PTO
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## Non-birthing parent (includes adoption and surrogacy)

Parental Leave for 3 weeks 100% STD	Additional bonding PTO for up to 9 weeks
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\*Elimination period: STD benefits begin after a seven (7) consecutive calendar day elimination period is met which begins on the child's date of birth/date of adoption

\*\*STD coverage will pay a portion of your salary while you're recovering from childbirth. For 2023, you'll have the option to enroll in the standard 60% STD plan or increase your coverage to 70%. The remaining pay will be supplemented with your available PTO to bring you to a potential 100% pay.

†Bonding time: If you're FMLA-eligible, you may also be eligible for additional time off to bond with your child. Any available PTO will be applied to additional bonding time. If PTO is unavailable, the time off will be unpaid. May be taken anytime within 12 months of the child's birth/adoption.

**REMEMBER!**  
You must be enrolled in STD coverage to receive disability pay while on leave

# Company Medical w/ Parental Leave (birthing parent)

See first page for eligibility requirements.

**Short-term disability:** Applies to any female employee who initiates a continuous leave after giving birth to a child. Time off prior to delivery may be approved under the disability plan if medically necessary. There are two different options: Childbirth or Childbirth by c-section.

**Parental leave:** Available after childbirth recovery (Company Medical Leave) and provides time to bond with your new child. Leave may be taken at any point within the first twelve (12) months of the child's birth/adoption.

Week of leave											
1	2	3	4	5	6	7	8	9	10	11	12

## Maternity | Childbirth

Elimination Period* for 1 week 100% PTO	Short Term Disability** for 5 weeks 60% STD / 40% PTO or 70% STD / 30% PTO	Parental Leave for 3 weeks 100% STD	Optional bonding time†
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## Maternity | Childbirth by C-section

Elimination Period* for 1 week 100% PTO	Short Term Disability** for 7 weeks 60% STD + 40% PTO or 70% STD + 30% PTO	Parental Leave for 3 weeks 100% STD	Optional bonding time†
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# Parental Leave Only (non-birthing parent)

See first page for eligibility requirements.

**Parental leave:** Applies to non-birthing parent (male or female). Situations could include:

- Birth of child via surrogacy
- Legal adoption of child (not biologically related to either parent) under the age of 18

Leave may be taken at any point within the first twelve (12) months of the child's birth/ adoption

Week of leave											
1	2	3	4	5	6	7	8	9	10	11	12
Parental Leave for 3 weeks 100% STD			Optional bonding time†								

\*Elimination period: STD benefits begin after a seven (7) consecutive calendar day elimination period is met, which begins on the child's date of birth/date of adoption.

\*\*STD coverage will pay a portion of your salary while you're recovering from childbirth. For 2023, you'll have the option to enroll in the standard 60% STD plan or increase your coverage to 70%. The remaining pay will be supplemented with your available PTO to bring you to a potential 100% pay.

† Bonding time: Additional time for bonding may be requested as personal leave, subject to manager approval. If approved, PTO would be exhausted and then leave would be unpaid.

**REMEMBER!**  
You must be enrolled in STD coverage to receive disability pay while on leave