

Family and Medical Leave Act

The Family and Medical Leave Act (FMLA) was passed in 1993 and expanded in 2008 and 2009. It guarantees employees a certain amount of unpaid annual leave for medical reasons, the birth or adoption of a child, exigencies related to a family member's active-duty military service, or caring for a relative who suffered serious injuries or illnesses during military service. In addition, employers generally must maintain insurance coverage for employees who are on FMLA leave and must reinstate them to the same or equivalent job positions when their leave concludes.

Familiarity with the FMLA is important for two reasons. First, knowing the eligibility requirements and reinstatement policies will help your organization minimize the disruption caused by employees who must be absent from work for family or medical reasons. Second, failing to abide by the provisions of the FMLA can expose an organization to significant legal liability.

Course Summary

This 40-minute course explains the basic requirements of the FMLA in simple, understandable terms. It includes pop-quizzes, news clippings and a final quiz highlighting real-world compliance issues that employees should learn to recognize and deal with appropriately.

The topics covered in the course include —

- An overview of the FMLA
- The scope and coverage of the FMLA
- Covered employers
- Eligible employees
- Entitlement to leave
- Spouses with the same employer
- Paid leave
- Intermittent leave and reduced schedules
- Serious health conditions
- Certification
- Company notice requirements
- Employee notice requirements
- Continuing benefits
- Job restoration
- Other issues