

Memorandum

Date : SEP 29 2011

To : All Bargaining Unit 6 Employees

Subject: **FAMILY AND MEDICAL LEAVE ACT (FMLA) AND CALIFORNIA FAMILY RIGHTS ACT (CFRA)**

This is to advise you of a change in the method of calculating FMLA/CFRA leave for Bargaining Unit 6 employees. Under the current method, FMLA/CFRA leave is calculated by using the 12-month rolling year method for Bargaining Unit 6 employees.

Effective with the 2012 calendar year, the State will change to the calendar year method, i.e., January to December. On January 1, 2012, and each new calendar year thereafter, employees will be entitled to the full FMLA/CFRA 12-week leave benefit. Except as specified below, this change will not require employees to provide a new medical certification. The State of California and the California Correctional Peace Officer Association have agreed to the following:

...Medical certifications from providers may cover periods in two or more calendar years. Where a current certification extends into a new calendar year, Unit 6 employees will not be required to submit a new certification unless the medical conditions change or the certification period has expired...

The Department is required to give you a 60-day notice of this change by the Code of Federal Regulations [29 C.F.R. 825.200(d)(1)] and California Code of Regulations [7297.3(b)]. This memo serves as such notice. Policy Directive 509 will be changed accordingly.

If you have any questions regarding this information, please direct them to your facility's FMLA/CFRA coordinator.



ROBERT DOWNS
Chief
Office of Personnel Services

cc: Institution Personnel Officers
Personnel Liaisons
Office of Personnel Services employees