

Example of request for 6 weeks only from due date

LEAVE PLANNING WORKSHEET
RESIDENTS AND CLINICAL FELLOWS

EMPLOYEE NAME: _____

Due Date is: 12/01/2021

LEAVE PERIODS:

Begins On:

Ends On:

Some periods may overlap

1 Pregnancy Disability Leave Period (PDL)

11/18/2021

03/19/2022

(17.3 work weeks maximum/pregnancy, usually begins 2 weeks prior to delivery *)

2 Family and Medical Leave Period (FMLA)

11/18/2021

02/09/2022

(12 work weeks maximum, usually begins at the same time as PDL)

3 California Family Rights Act Period (CFRA)

02/10/2022

05/04/2022

(12 work weeks/pregnancy maximum for bonding; usually begins when PDL ends)

4 Personal Leave Period

(Time off, if any, beyond protection period)

PAY STATUS DURING LEAVE

Consultation is based on the following leave dates:

Leave balance per AY: S/L - 12 days

V/L - 28 days

12/01/2021

01/09/2021

P/L - 28 days

5 Cigna Insurance – 30 Day Waiting Period

You may use your S/L and/or V/L balances for the

S/L: 12/01/2021 12/12/2021

waiting period. 100% pay and benefits

12/13/2021

01/09/2021

Waiting Period Use:

V/L:

S/L: 12 days

V/L: 28 days

6 Cigna Paid Period

Capped at 66.67% salary per week; typical duration up to 6 weeks after vaginal birth or 8 weeks for c-

8 Leave Without Pay Period (LWOP)

0% Salary; 100% benefits covered by department

section (period designated by your physician)

7 Paid Leave During Bonding Period

You may use remaining balance when Cigna Insurance
benefits end; 100% salary and benefits

V/L: _____

P/L: _____

Paid Leave Use after Cigna ends:

V/L: _____ days

P/L: _____ days

8 Leave Without Pay Period (LWOP)

0% Salary; 100% benefits covered by department
