



PRACTICAL GUIDELINES FOR FMLA COMPLIANCE

The Family and Medical Leave Act (FMLA), enacted in 1993, provides eligible employees with up to 12 weeks of unpaid, job-protected leave during any 12-month period for specific family and medical reasons. The law imposes significant requirements on employers in regard to how they deal with employees who request, take, and/or return from FMLA leave.

After more than a decade, important issues remain unanswered in regard to how employers should administer this complex statute. FMLA training (initial and refresher) is a practical and preventive measure that each employer can take to better understand the act, maintain compliance, and decrease the organization's liability.

This training is designed for anyone who administers FMLA leave. It can also be adapted and used to assist employees in understanding their responsibilities and other aspects of the law.

The presentation will focus on topics including:

- Determining an employee's eligibility for leave.
- FMLA definitions.
- Serious health conditions.
- Employer and employee notice.
- Medical certification.
- Intermittent and reduced leaves.
- Employee protections.
- Interaction with other federal and state laws.
- Practical tips to apply in administering the FMLA.

Each participant will receive a FMLA handbook developed to accompany the training and to serve as a resource for future use.

For more information, contact info@hr-mpact.com

Providing Value-Added Human Resource Solutions