

Pregnancy Leave Q & A Information

1. How do I know if I'm eligible for Pregnancy Disability Leave?

All female employees of the Getty are eligible for Pregnancy Disability Leave from the first day of employment upon becoming unable to work because of pregnancy, childbirth or a related medical condition.

2. When Does Pregnancy Disability Leave start?

Pregnancy Disability Leave starts at any time during your pregnancy when you are disabled and cannot work as certified by your Doctor. This may be for complications during your pregnancy, at the time of delivery and, of course, during your recovery period after delivery.

3. How long can I be off work during Pregnancy Disability Leave?

You may be on Pregnancy Disability Leave for a cumulative total of up to 4 months (17 1/3 weeks), when you are disabled as certified by your Doctor.

4. Does Pregnancy Disability Leave cover additional time off to care for or bond with the baby?

Infant care (Bonding Leave) is covered under California Family Rights Act (CFRA). If you are eligible you may request up to the equivalent of 12 work weeks of additional leave. CFRA leave may be used to care for or bond with your newborn and must be completed within one year of the child's birth.

To be eligible for CFRA leave you must (1.) have worked for the Getty for at least 12 months and; (2.) have worked at least 1250 hours during the preceding 12 months before the leave begins. Please check with your Human Resources Specialist regarding your eligibility.

5. How will I be paid during these leaves?

Pregnancy Disability Leave is unpaid unless you have accrued sick, vacation and personal time. Once your leave begins, you will be paid using your accrued sick time. After seven (7) calendar days, your sick time will be integrated with State Disability Insurance (SDI). SDI pays approximately 55% of your regular wages while you are disabled and the Getty will pay the remaining balance (approximately 45%) from your accrued sick time.

If you exhaust your accrued sick time during this leave, you may elect to use your accrued vacation time and still have it integrated with SDI. If you are still off work after you exhaust your vacation time, then you will be placed on unpaid status, though you still may be eligible for payment under SDI.

Once your Doctor has determined that you are no longer disabled, you may be eligible for leave time under the California Family Rights Act (CFRA). During this leave you will be paid using your accrued vacation and personal time. Payment of this time will not be integrated with SDI since you are no longer disabled. However, you may be eligible for up to 6 weeks of paid family leave (PFL) benefits from the state. PFL pays approximately 55% of your regular wages and the Getty will pay the remaining balance (approximately 45%) from your accrued vacation and personal time. If you have exhausted your vacation/personal time, you will be placed on unpaid status, but you still may be eligible for PFL payments from the state.

6. How do I apply for SDI?

Information and SDI application forms are available from your Human Resources Coordinator. The application form must be completed by you and your Doctor and sent to the State of California, the address is on the application. SDI checks are sent to you directly by the State.

Alternatively, you may file online at http://www.edd.ca.gov/Disability/SDI_Online.htm. Please check with your Doctor's office regarding their claim-filing preference.

7. How do I apply for PFL?

Information and PFL claim forms are available from your Human Resources Coordinator. Alternatively, you may file online at: http://www.edd.ca.gov/Disability/SDI_Online.htm.

8. What about my health insurance benefits?

The Getty will contribute the normal contributions towards your health and dental insurance premiums during both pregnancy disability and family leaves. Your employee portion of the premiums, if any, will continue to be deducted from your paycheck as long as you are in a paid status.

If the Getty is no longer paying you while you are on leave, you will need to pay your portion of the premiums by a personal check or credit/debit card. Benefits will notify you if and when this becomes necessary.

9. What do I need to do to insure my baby?

To add your baby on your health insurance you will need to create a "Life Event" and enroll your baby using Employee Self-Service. You must enroll your baby within 31 days of the birth. Premiums will be deducted from your paycheck, or, if the Getty is not paying you, you can submit a personal check or use a credit/debit card to pay your portion of the premium. Please see the Pregnancy Disability Leave chart provided in your "What to Expect When You're Expecting" packet for detailed instructions.

10. How do I apply for Pregnancy and/ or Family Leave?

You should discuss the need for a leave with your supervisor and complete and submit the Request for a Medical Leave of Absence and the Medical Certification Form. The forms can be found on Getty Go, under Human Resources, Forms. Be sure to let your supervisor know if you will also request CFRA leave to care for your baby after your pregnancy disability period ends.

11. Does the Getty provide space for me to express breast milk once I return to work?

The Getty provides a comfortable; secure room at the Center and the Villa for nursing mothers to use for the purpose of expressing breast milk. Each room has a sink, paper towels and a refrigerator. At the Center a key may be requested at the Central Security Station on L2 or by calling x6725. At the Villa call x6007.

You may be asked to use your paid break time to express milk. If this is not sufficient, please let your supervisor or Human Resources know and we will work with you to find a solution.