



## Family Medical Leave Act Overview: 6 Qualifying Reasons for FMLA

The Family Medical Leave Act (FMLA) is designed to assist employees in balancing work and family responsibilities by granting unpaid job protection for certain medical circumstances or military related absences. **There are only six qualifying reasons to use FMLA leave.** See your agency policy for more information and specific guidelines regarding FMLA leave.

### 6 Qualifying Reasons for FMLA:

- 1. Birth of a child:** Employee may take up to 12 workweeks of leave in a 12-month period for the birth of a child.
- 2. Adoption of a child:** Employee may take up to 12 workweeks of leave in a 12-month period for the placement of a child with the employee for foster care or adoption.
- 3. Family Member Serious Health Condition:** Employee may take up to 12 workweeks in a 12-month period to care for a spouse, son, daughter, or parent who has a serious health condition.
- 4. Employee's Serious Health Condition:** Employee may take up to 12 workweeks in a 12-month period for a serious health condition that makes the employee unable to perform the essential functions of his or her job.
- 5. Military Caregiver Leave:** An employee who is the spouse, son, daughter, parent, or "next of kin" of a covered veteran with a serious injury or illness may take up to a total of 26 workweeks of unpaid leave during a "single 12-month period" to provide care for the veteran.
- 6. Military Exigency Leave:** Employee may take up to 12 workweeks in a 12-month period for any qualifying exigency arising from the fact that a spouse, son, daughter, or parent is a military member on covered active duty or call to covered active duty.