

Planning to Grow Your Family?

Congratulations!



Here are some things to keep in mind...

For all prospective parents:

1. Make sure to utilize any prenatal care programs offered by your health plan.
2. Remember that you do not become eligible for unpaid Family and Medical Leave (FMLA) status until you have worked for the Commonwealth for one year and 1500 hours.
3. You can supplement your unpaid FMLA status with all types of eligible leave.
4. Check with your supervisor about whether a Flexible work option may be utilized to ease the transition as you welcome a new family member.
5. Remember to add your baby/child to your health insurance plan within 60 days of birth or adoption.



For VSDP participants:

1. If you were hired on or after July 1, 2009 and selected VSDP, please remember that there is a one year waiting period before you are eligible for short-term disability. The event (in this case birth or adoption) has to occur after your one year anniversary or there is no short-term disability coverage for that event.
2. There is a seven day waiting period before short-term disability begins. You can use leave (including sick leave) to cover this period.
3. After completion of the waiting period, short-term disability covers 60% of your pay for 125 days (if hired on or after July 1, 2009). If you were hired before 7/1/09 (or hired/rehired on or after 7/1/09 with 5 years of service), short-term disability provides tiered benefits of 5 days at 100%, 20 days at 80% and 100 days at 60%.
4. VSDP (paid leave) runs concurrently with FMLA (job protection).
5. Leave sharing is not permitted during short-term disability.
6. The standard allowable maternity leave is six weeks (42 calendar days) unless your physician authorizes longer for medical reasons.



For Traditional Sick Leave participants:

1. If you selected traditional sick leave, there is no short-term disability. You can utilize all types of eligible leave for your maternity needs.