

Impact for Non-Family and Medical Leave Act (FMLA) Leave Without Pay on Health Insurance

This rule only applies to employees who have a District-paid plan health insurance benefit. If an employee is granted non-FMLA leave without pay, the District will not pay the employer share of either benefit.

- If the employee is absent ten (10) or more consecutive scheduled work days, contracted days (for contracted staff), or a holiday that would have normally been paid, and
- If one of those 10 days includes the first scheduled work day/contracted day of the month.

Because the District pays for insurance benefits during the current month, the employee will become responsible to reimburse the District for the employer share of their health insurance benefit. If the employee does not authorize the District to take the reimbursement from the employee's first paycheck(s) following their return to work, the employee will be responsible to submit payment to the District accounting office no later than the end of the following month.