

Your Employee Rights Under the Family and Medical Leave Act

What is FMLA leave?

The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with job-protected leave for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employers. Eligible employees can take up to 12 workweeks of FMLA leave in a 12-month period for:

- The birth, adoption or foster placement of a child with you.
- Your serious mental or physical health condition that makes you unable to work.
- To care for your spouse, child or parent with a serious mental or physical health condition, and
- Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember.

You have the right to use FMLA leave in one block of time. When it is medically necessary or otherwise permitted, you may take FMLA leave intermittently in separate blocks of time, or on a reduced schedule by working less hours each day or week. Read Fact Sheet #28(6)(c) for more information.

FMLA leave is not paid leave, but you may choose, or be required by your employer, to use accrued paid leave if you have any.

Your employer's family leave policy covers the reason for which you need FMLA leave.

- You are an eligible employee if all of the following apply:
 - You work for a covered employer.
 - You have worked for your employer at least 12 months.
 - You have at least 1,250 hours of service for your employer during the 12 months before your leave, and
 - Your employer has at least 50 employees within 75 miles of your work location.

Ref: 29 CFR §625.500

What does your employer need to do?

You work for a covered employer if one of the following applies:

- You work for a private employer that had at least 50 employees during at least 20 workweeks in the current or previous calendar year.
- You work for an elementary or public or private secondary school.
- You work for a public agency, such as a local, state or federal government agency. Most federal employees are covered by Title II of the FMLA, administered by the Office of Personnel Management.

How do I request FMLA leave?

Generally, to request FMLA leave you must:

- Notify your employer's normal policies for requesting leave.
- Give notice at least 30 days before your need for FMLA leave, or if advance notice is not possible, give notice as soon as possible.

You do not have to share a medical diagnosis but must provide enough information to your employer so they can determine whether you qualify for FMLA protection. You must also inform your employer if FMLA leave was previously taken or approved for the same reason when requesting additional leave.

Your employer may request certification from a health care provider to verify medical leave and may request certification of a qualifying event.

The FMLA does not affect any federal or state law prohibiting discrimination or disparate any state or local law or collective bargaining agreement that provides greater family or medical leave rights.

State employees may be subject to certain limitations in pursuit of direct lawsuits regarding leave for their own serious health conditions. Most federal and certain congressional employees are also covered by the law but are subject to the jurisdiction of the U.S. Office of Personnel Management or Congress.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

WH1420 REV 04/23

Notice to Workers About UNEMPLOYMENT INSURANCE

Our organization participates in the Kansas Unemployment Insurance Program. Should you become unemployed, you can learn about unemployment benefits and apply online at www.GetKansasBenefits.gov.

If you are unable to apply online, you can apply for benefits by calling the Kansas Unemployment Contact Center.

Kansas Unemployment Contact Center

Kansas City Area.....(913) 596-3500

Topeka Area.....(785) 575-1460

Wichita Area.....(316) 383-9947

Toll free outside these areas.....(800) 292-6333

Speech and/or hearing disabled
Kansas can access the Kansas
Relay Center by calling toll free.....(800) 766-3777

Claims specialists are available:

Mon. - Wed.....8 a.m. to 4 p.m.

Thursday.....8 a.m. to 3:15 p.m.

Friday.....8 a.m. to 4 p.m.

(Closed state holidays)

The Kansas Unemployment Insurance Program is administered by:

KANSAS DEPARTMENT OF LABOR
401 SW Topeka Blvd.
Topeka, KS 66603-3182

Kansas Department of Labor

Aviso Para el Trabajador Sobre EL SEGURO DE DESEMPLEO

Nuestra organización participa en el programa del Seguro de Desempleo de Kansas. Si acaso llega ser desempleado puede aprender más sobre los beneficios de desempleo y aplicar en www.GetKansasBenefits.gov.

Si no puede aplicar por la Internet, usted puede aplicar por beneficios de desempleo al llamar al Centro de Contacto de Desempleo de Kansas.

Centro de Contacto de Desempleo de Kansas

Área de Kansas City.....(913) 596-3500

Área de Topeka.....(785) 575-1460

Área de Wichita.....(316) 383-9947

Si vive fuera de las áreas de llamadas.....(800) 292-6333

Para ayuda con el habla y el audio llame al Kansas Relay Center.....(800) 766-3777

Disponibilidad de Especialistas de Reclamo:
Lunes - Miércoles.....8 a.m. a 4 p.m.
Jueves.....8 a.m. a 3:15 p.m.
Viernes.....8 a.m. a 4 p.m.
(Cerrado días festivos)

El programa de Seguro de Desempleo de Kansas es administrado por:

KANSAS DEPARTMENT OF LABOR
401 SW Topeka Blvd.
Topeka, KS 66603-3182

Kansas Department of Labor

K-NCSD 405 (Rev. 04-24) Ref.: KSA 644-709

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE

\$7.25 PER HOUR

BEGINNING JULY 24, 2009

The law requires employers to display this poster where employees can readily see it.

OVERTIME PAY
Child labor

TIP CREDIT

PUMP AT WORK

ENFORCEMENT

ADDITIONAL INFORMATION

What You Can Do if You Believe Discrimination Has Occurred?

What Types of Employment Discrimination are Prohibited?

What Employment Practices can be Challenged in Discrimination?

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Know Your Rights: Workplace Discrimination is Illegal

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that prohibit workplace discrimination. If you believe you have been discriminated against, you should file a charge with the EEOC as soon as possible.

What is Protected?

What Discrimination is Prohibited?

What You Can Do if You Believe Discrimination Has Occurred?

What Types of Employment Discrimination are Prohibited?

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EMPLOYEE RIGHTS EMPLOYEE POLYGRAPH PROTECTION ACT

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

PROHIBITIONS
Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector