

Policy 5-200: Leaves of Absence (Health-Related)

Revision 20. Effective date: December 13, 2016

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I. Purpose and Scope

A. Purpose

To outline the University's policy on health-related leaves of absence with or without pay, including Sick Leave, medical leaves with or without reinstatement, and Family and Medical Leave Act leave. Faculty Parental Leaves of Absence are governed by Policies 6-315 and 8-002. Any questions regarding this policy should be referred to the appropriate Human Resources Department.

B. Scope.

[reserved]

II. Definitions

[reserved]

III. Policy

- A. Subject to the eligibility and limitation provisions in University Rule 5-200B, Paid Time Off (PTO), Holidays, and Other Paid Leave for University of Utah Hospitals and Clinics Staff Members, and Rule 5-200A, Scope, Eligibility and Limitations for Leaves of Absence (Health-Related) – University Employees (Other than UUHC Staff), employees receive leave time which provides payment in lieu of compensation to eligible employees who are unable to work because of an illness or injury.
- B. Subject to the eligibility and limitation rules provided in University Rule 5-200A, University employees other than UUHC staff may receive Extended Sick Leave benefits in certain circumstances.
- C. Subject to the eligibility and limitation rules provided in University Rule 5-200A, the University will convert Sick Leave to Vacation leave for certain University employees.
- D. Subject to the eligibility and limitation rules provided in University Rule 5-200A, Rule 5-200B, and the Family and Medical Leave Act (“FMLA”), as amended, University employees may take leave under the FMLA.
- E. Subject to the eligibility and limitation rules provided in University Rule 5-200A and Rule 5-200B, University employees may take other health-related leaves of absence if they are ineligible for FMLA leave or if their FMLA leave has expired.
- F. This Policy is intended to be implemented through associated University Regulations, including University Rules, which shall describe and govern specific aspects of the scope and manner of implementation.

Sections IV- VII are for user information and are not subject to the approval of the Academic Senate or the Board of Trustees. The Institutional Policy Committee, the Policy Owner, or the Policy Officer may update these sections at any time.

IV. Policies/ Rules, Procedures, Guidelines, Forms and other Related Resources

- A. Policies/ Rules.

1. Rule 5-200A: Scope, Eligibility and Limitations for Leaves of Absence (Health-Related) – University Employees (Other than UUHC Staff)
 2. Rule 5-200B: Paid Time Off for University of Utah Hospitals and Clinics Staff Members
 3. Rule 5-200C: Scope, Eligibility, and Limitations for Leaves of Absence (Health-Related) (UUHC Staff)
- B. Procedures, Guidelines, and Forms.
1. P5-200A: Procedures for Leaves of Absence (Health-Related) – University Employees (Other than UUHC Staff)
- C. Other Related Resources. [*reserved*]

V. References

- A. Rule 5-200A: Scope, Eligibility and Limitations for Leaves of Absence (Health-Related) – University Employees (Other than UUHC Staff)
- B. Rule 5-200B: Paid Time Off for University of Utah Hospitals and Clinics Staff Members
- C. Policy 5-001: Employee Definitions
- D. Policy 5-117: ADA Policy, Reasonable Accommodation and Access
- E. Policy 5-201: Leaves of Absence (Non Health-Related)
- F. Policy 5-301: Vacation Policy
- G. 29 Code of Federal Regulations 825.100 et seq., Family and Medical Leave Act Regulations as amended pursuant to Section 585 of the National Defense Authorization Act for FY2008

VI. Contacts

The designated contact officials for this Regulation are

- A. Policy Owner(s) (primary contact person for questions and advice): the Director of Benefits for the University and the Director of Benefits for the University of Utah Hospitals and Clinics are responsible for the application of this Policy to all Employees.
- B. Policy Officer(s): the Chief Human Resources Officer for the University and the Chief Human Resources Officer for the University of Utah Hospitals and Clinics. Only the Chief Human Resources Officer or his/her designee has the authority to grant exceptions to this Policy.

See Rule 1-001 for information about the roles and authority of policy owners and policy officers.

VII. History

Revision History.

- A. Current version. Revision 20.
 - 1. Approved by -- Academic Senate December 6, 2016, and Board of Trustees December 13, 2016, with effective date of December 13, 2016.
 - 2. Editorial Revisions
 - a. Editorially revised April 4, 2023 to move to current regulations template.
- B. Previous versions.
 - 1. Revision 19. Effective Date. December 13, 2011
 - a. Legislative History for Revision 19.
 - 2. Revision 18. Effective Date. January 28, 2008
 - 3. Revision 17. Effective Date. January 27, 2008
 - 4. Revision 16. Effective Date. January 14, 2008
 - 5. Revision 15. Effective Date. June 30, 2004
 - 6. Revision 14. Effective Date. November 15, 1996

C. Renumbering

1. Renumbered from Policies and Procedure Manual 2-21.