

Reproductive Loss Leave

Effective 01/01/2024

UCPath Updated 01/01/2025

Overview

An eligible employee may take up to **five days** of Reproductive Loss Leave following a reproductive loss by the employee, by the employee's current spouse or domestic partner, or by another individual if the employee would have been a parent of a child had the reproductive loss not occurred.

Reproductive Loss is Defined as:

Failed adoption, failed surrogacy, miscarriage, stillbirth, or an unsuccessful assisted reproduction.

Confidentiality

The reason for this leave must remain confidential. The request form and any information that the department receives from the employee must be stored in a confidential file separate from the employee's personnel file.

The department will not disclose any information that employees provide in connection with Reproductive Loss Leave requests unless (1) it is necessary to disclose information to University personnel or to UC Legal or (2) it is required by law.

The timekeeping system should not indicate the reason for leave (i.e. the comments section should be left blank).

Eligibility & Duration

Eligibility:

- Employed with UCI for at least 30 days.

Duration:

- An eligible employee may take up to five days of Reproductive Loss Leave following a reproductive loss. If the employee experiences more than one reproductive loss, the employee may take up to a total of 20 days of Reproductive Loss Leave within a calendar year (no more than five days for each loss).

Deadline for Using Leave:

- The deadline for using Reproductive Loss Leave depends on whether the employee is taking leave under any state or federal leave entitlement prior to or immediately following the reproductive loss, such as leave under the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), and/or California's Pregnancy Disability Leave Law (PDLL)
- If the employee is not taking any such leaves, the employee must complete the Reproductive Loss Leave within three months of the reproductive loss. If the reproductive loss takes multiple days to complete, the employee **must finish the leave within three months** of the final day of the reproductive loss.
- If the employee is taking another leave (such as leave under the FMLA, CFRA, or PDLL) prior to or immediately following the reproductive loss, then the employee must complete the Reproductive Loss Leave **within three months of the end date of the other leave.**

Processing RLL Requests: Campus

- Due to the sensitivity around these leaves, the Department Leave Administrator will be managing these leaves internally, please do not refer them to Sedgwick.
- Medical documentation will not be requested for this leave.
- Department Leave Administrator will ask the employee to complete the Reproductive Loss Leave Form.
- If an employee is unwilling to complete the form but is eligible for the leave, the Department Leave Administrator will continue processing the leave. The forms are not required.
- The Department Leave Administrator should not ask the employee for information about their reproductive loss other than what is in the form (You can find the Reproductive Loss Leave Form on our Leaves Page).

Tracking:

- It's the department's responsibility to track the leaves.
- Effective 01/01/2025 UCPath has a new Extended Absence option for this leave, see further details on next slide.

UCPath RLL Extended Absence

New Extended Absence Request Personalize | Find | View All | First 1 of 1 Last

Extended Absence Details | JED Additional Earnings Codes | Job Overrides | Attachments

	*Start Date	*Expected Return Date	Actual Return Date	Leave	FMLA/CFRA/PDLL Leave	*Paid/Unpaid	*Last Date Worked	FMLA/CFRA/PDLL/PFCB Adjustment Hours	Notes	Save	Submit
1	12/02/2024	12/09/2024		Reproductive Loss Leave		Intermittent/Reduced Sched	11/27/2024		Notes	Save	Submit

Notes

Employee taking 5 days of RLL starting 12/2/2024 Days on RLL
12/2
12/3
12/4
12/5
12/6
Returning to work on Monday 12/9/2024
They will be taking paid sick leave for this leave |

OK Cancel

1. RLL Extended Absence must be entered as intermittent time off, even if the leave is consecutive days, therefore the notes are crucial to ensure the EA is approved/processed.
2. Enter the leave dates or date range the absences fall within.
3. Enter the exact RLL dates the employee will be using RLL in the notes, see above.
 1. If all 5 dates are unknown, please enter the dates that are known, and return the employee.
 2. If/when the employee has identified the remaining dates, please create a new EA for those additional dates and follow the same process outlined within this slide.
4. At the end of the leave, we will need to return them as well.

*The intermittent leave type was chosen to ensure this leave does not affect their status within Job Data.

FMLA & CFRA

- Depending on the circumstances, an employee may also be eligible to use FMLA, CFRA, and/or PDLL in connection with a reproductive loss.
- Reproductive Loss Leave is separate and distinct from other leave entitlements such as PDLL and CFRA.
- However, an employee who personally experiences a miscarriage or stillbirth may also be eligible for leave under California's PDLL and/or the FMLA.
- If using FMLA/CFRA/PDLL, the employee would:
 - Use leave under the PDLL and/or the FMLA prior to or immediately following the loss.
- Please note that eligible employees who experience a reproductive loss are entitled to Reproductive Loss Leave and may choose to use the leave but are not required to do so.
- FMLA/CFRA/PDLL does not run concurrently with the Reproductive Loss Leave.

Pay Options

Reproductive Loss Leave is **unpaid**, but eligible employees may elect to use certain types of paid leave to remain on pay status during this leave depending on the policy or collective bargaining agreement that applies to the employee.

- PPSM-covered employees may elect to use accrued vacation, sick leave, PTO (if applicable), and/or compensatory time off for pay during a Reproductive Loss Leave.
- Represented staff employees may elect to use the following options (if available and as applicable depending on the employee's collective bargaining agreement) for pay during a Reproductive Loss Leave: accrued vacation, sick leave, PTO, and/or compensatory time off.

Campus: The supervisor or employee will code the timecard with scheduled PTO, scheduled sick, or unpaid leave depending on what the employee chooses.

Resources

Training Slides are located on the HR Leaves Page:

<https://www.hr.uci.edu/partnership/benefits/leaveadmin/>

UCPath Guide:

https://spwebserv.ucop.edu/LocationUsers/LOCjobaids/UCPC_PHCMABML200JA_ReproLosLeave_D2Rev00.pdf

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Questions?