

Town of Apex Personnel Policy. Article VII, Section 18 Family and Medical Leave

9) When an employee is on leave under FMLA, the Town will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. The employee will be provided with the Notice of Eligibility & Rights and Responsibilities under the Family and Medical Leave Act. Premiums will continue to be paid by payroll deductions during periods of paid leave. Employees must contact Human Resources to arrange payment of the employee's share of benefit premiums during periods of unpaid leave. The Town will continue to pay the employer's share of premiums during periods of FMLA leave, whether the leave is paid or unpaid. If an employee fails to pay the employee's share of any premium, the employee's unpaid benefits will be subject to termination. The employee will be notified by the Town before benefits are terminated. If an employee chooses not to return to work for reasons other than a continued serious health condition, the Town will require the reimbursement of the ~~amount employer's share of full~~ premiums paid by the Town for the employee's ~~health~~ insurance ~~premiums~~ during the FMLA leave period. Other insurance and payroll deductions are the responsibility of the employee, and the employee must make ~~those~~ payments for continued coverage of ~~that~~ those benefits.