
Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Pregnancy Disability Leave
POLICY NUMBER: 7035

7035.1 Pregnancy Disability Leave may be taken by an employee disabled by pregnancy, childbirth, or related medical conditions, as set forth below, and as required by law.

7035.2 Notice of the employee’s right to request Pregnancy Disability Leave shall be posted in a place customarily used for the posting of employee notices.

7035.3 This section does not alter the District’s obligation under law to provide reasonable accommodation for disability related to pregnancy, childbirth, or related medical conditions, or to engage in a timely, good faith interactive process to determine a reasonable accommodation, if any, under state and federal law.

7035.4 Eligibility: In order to be eligible for Pregnancy Disability Leave:

7035.4.1 The employee must be actually disabled due to pregnancy, childbirth, or related medical condition.

7035.4.2 The employee’s qualified, duly licensed health care provider must certify that the employee is disabled due to pregnancy, childbirth or a related medical condition. The certification indicating disability and the need for leave shall contain (a) the date on which the employee became disabled due to pregnancy, childbirth, or related medical condition; (b) the probable duration of the period or periods of disability; and (c) an explanatory statement that, due to the disability, the employee is unable to work at all or is unable to perform one or more of the essential functions of her position without undue risk to herself, the successful completion of her pregnancy, or to other persons.

7035.4.3 The employee shall notify the District of the need for Pregnancy Disability Leave and the anticipated timing and duration of the leave. Notice shall be provided at least thirty days in advance of the need for the Pregnancy Disability Leave, unless impracticable, in which case notice shall be provided as soon as practicable.

7035.5 Duration: Pregnancy Disability Leave may extend for the duration of the disability, up to four months (88 days for a regular full-time employee), for each pregnancy. The leave may be taken on an intermittent basis. Updated medical verifications shall be promptly provided upon request by the District.

7035.6 Salary: Pregnancy Disability Leave shall be without pay. An employee on Pregnancy Disability Leave is not eligible to receive holiday pay, unless the employee has used their District provided paid leave in the day immediately preceding and following holiday.

7035.6.1 An employee who is disabled by pregnancy may qualify for State Disability Insurance wage replacement while the employee is unable to work. Employees are encouraged to contact the California Employment Development Department (EDD) to apply for benefits. The EDD determines eligibility and the payment amount.

7035.6.2 If the employee is eligible for SDI, she may elect to use available sick leave during the waiting period for SDI payments to start if the State requires a waiting period. Employee must present documentation requesting the use of sick leave to Office Manager.

7035.6.3 When the employee is receiving SDI wage replacement benefits, the employee may elect to use available sick leave, vacation, or CTO to supplement the benefits received up to the employee's usual compensation.

7035.6.3.1 Employee must provide Office Manager documentation of wage replacement to include period of payment and amount.

7035.6.3.2 The use of any paid leave will not extend the duration of your PDL.

7035.7 Insurance Benefits: An employee on Pregnancy Disability Leave may continue to participate in the District provided health, life, and other insurance plans. As provided by state law, the District will continue to make its contributions toward group health coverage at the level and under the conditions that coverage would have been provided if the employee had continued in employment for the duration of the leave, but not to exceed four (4) months in a twelve (12) month period. District may seek reimbursement should the employee not return to work, as provided by law. Employee contributions toward health premiums, if any, must be delivered to the District Office no later than 15th of each month.

7035.8 Sick Leave/Vacation: Neither Sick Leave, Vacation, nor other paid time off will accrue while on Pregnancy Disability Leave. If the employee is in paid status during the Pregnancy Disability Leave solely because of the use of District provided vacation, CTO, or sick leave, the employee will accrue sick leave and vacation for the period in which the employee is in paid status to the extent the employee would otherwise be entitled to such accrual.

7035.9 Retirement Benefits: Upon return from the Disability Leave of absence the CalPERS member may elect to purchase service credit for the time the employee was on non-paid leave up to one year at the employees' own expense as stated in the District contract with CalPERS. Costs of the service credit will be based on the CalPERS valuation.

7035.10 Longevity: Time spent on non-paid Pregnancy Disability Leave shall not be counted towards years of District employment.

7035.11 Return to Work: The District shall reinstate the employee to the same position, or unless (1) the employee would not otherwise have been employed in her same position at the time reinstatement is requested for legitimate business reason unrelated to the employee taking Pregnancy Disability Leave (such as lay-off) or (2) means of preserving the job or duties for the employee would substantially undermine the District's ability to operate safely and efficiently. In either of such cases the employee shall be reinstated to a comparable position, unless there is no comparable position available or, although a comparable position is available, the filling of such with the returning employee would substantially undermine the District's ability to operate safely and efficiently. The failure to return to work the next regular workday following the conclusion of Pregnancy Disability Leave shall be grounds for termination of employment, unless the employee's absence is otherwise authorized under these Personnel Policies.

7035.12 As a condition of the employee's reinstatement from leave, the employee shall obtain a release to "return to work" from a qualified, duly licensed health care provider, stating that she is able to resume her original job duties. Note that in some cases leave may end before exhaustion of the maximum allowable days; in others there may be a second allowable leave that is available at the conclusion of the first.

7035.13 Note: Pregnancy Disability Leave and California Family Right Act Leave, if otherwise eligible, may be taken consecutively.

REVISED 11/2022