

**CERTIFICATION FOR MILITARY CAREGIVER LEAVE  
(LEAVE DUE TO SERIOUS INJURY OR ILLNESS OF COVERED SERVICEMEMBER)  
Family and Medical Leave Act (FMLA)**

**SECTION I – To be completed by THE UNIVERSITY**

CAMPUS/LABORATORY		DEPARTMENT OR OTHER WORK UNIT	
NAME OF UNIVERSITY REPRESENTATIVE		UNIVERSITY REPRESENTATIVE MAILING ADDRESS	
TELEPHONE	FAX	E-MAIL	

**SECTION II –**

**To be completed by the EMPLOYEE and/or the COVERED SERVICEMEMBER for whom the Employee Is Requesting Leave**

**INSTRUCTIONS to the EMPLOYEE and/or COVERED SERVICEMEMBER:** Please complete Section II before having Section III completed. The FMLA permits the University to require that an employee submit a timely, complete, and sufficient certification to support a request for FMLA leave due to a serious injury or illness of a covered servicemember. If requested by the University, your response is required to obtain or retain the benefit of FMLA-protected leave. 29 U.S.C. §§ 2613, 2614(c)(3). Failure to do so may result in a denial of an employee's FMLA request. 29 C.F.R. § 825.310(f). The University will give you at least 15 calendar days to return this form.

**SECTION III –**

**To be completed by a UNITED STATES DEPARTMENT OF DEFENSE (“DOD”) HEALTH CARE PROVIDER or a HEALTH CARE PROVIDER who is either: (1) a United States Department of Veterans Affairs (“VA”) health care provider; (2) a DOD TRICARE network authorized private health care provider; or (3) a DOD non-network TRICARE authorized private health care provider**

**INSTRUCTIONS to the HEALTH CARE PROVIDER:** The employee listed on Page 2 has requested leave under the FMLA to care for a family member who is a member of the Regular Armed Forces, the National Guard, or the Reserves who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list for a serious injury or illness. For purposes of FMLA leave, a serious injury or illness is one that was incurred in the line of duty on active duty that may render the servicemember medically unfit to perform the duties of the servicemember's office, grade, rank, or rating.

A complete and sufficient certification to support a request for FMLA leave due to a covered servicemember's serious injury or illness includes written documentation confirming that the covered servicemember's injury or illness was incurred in the line of duty on active duty and that the covered servicemember is undergoing treatment for such injury or illness by a health care provider listed above. Answer, fully and completely, all applicable parts. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your best estimate based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage. Limit your responses to the condition for which the employee is seeking leave.

**SECTION II –**

**To be completed by the EMPLOYEE and/or the COVERED SERVICEMEMBER for whom the Employee Is Requesting Leave:** (This section must be completed first before any of the below sections can be completed by a health care provider.)

**Part A: EMPLOYEE INFORMATION (To be completed by the EMPLOYEE)**

Name of employee requesting leave to care for Covered Servicemember:

FIRST	MIDDLE	LAST
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Name of Covered Servicemember (for whom employee is requesting leave to care):

FIRST	MIDDLE	LAST
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Relationship of Covered Servicemember to employee requesting leave:

Spouse     Domestic Partner     Parent     Child     Next of Kin

**I certify that the information I provided above is true and correct.**

SIGNATURE OF EMPLOYEE	DATE
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**Part B: COVERED SERVICE MEMBER INFORMATION (To be completed by the EMPLOYEE and/or the COVERED SERVICEMEMBER)**

(1) Is the Covered Servicemember a current member of the Regular Armed Forces, the National Guard or Reserves?  Yes  No

If yes, please provide the Covered Servicemember's military branch, rank and unit currently assigned to:

Is the Covered Servicemember assigned to a military medical treatment facility as an outpatient or to a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients (such as a medical hold or warrior transition unit)?  Yes  No

If yes, please provide the name of the medical treatment facility or unit:

(2) Is the Covered Servicemember on the Temporary Disability Retired List (TDRL)?  Yes  No

**Part C: CARE TO BE PROVIDED TO THE COVERED SERVICEMEMBER (To be completed by the EMPLOYEE)**

Describe the care to be provided to the Covered Servicemember and an estimate of the leave needed to provide the care:

**SECTION III –**

To be completed by a United States Department of Defense (“DOD”) Health Care Provider or a Health Care Provider who is either: (1) a United States Department of Veterans Affairs (“VA”) health care provider; (2) a DOD TRICARE network authorized private health care provider; or (3) a DOD non-network TRICARE authorized private health care provider.

If you are unable to make certain of the military-related determinations contained below in Part B, you are permitted to rely upon determinations from an authorized DOD representative (such as a DOD recovery care coordinator). (Please ensure that Section II above has been completed before completing this section.) Please be sure to sign the form on the last page.

**Part A: HEALTH CARE PROVIDER INFORMATION**

HEALTH CARE PROVIDER'S NAME		BUSINESS ADDRESS
TELEPHONE	FAX	E-MAIL

Type of Practice/Medical Specialty:

Please state whether you are either:

- a DOD health care provider;
- a VA health care provider;
- a DOD TRICARE network authorized private health care provider; or
- a DOD non-network TRICARE authorized private health care provider:

**PART B: MEDICAL STATUS**

(1) Covered Servicemember's medical condition is classified as (Check One of the Appropriate Boxes):

- (VSI) Very Seriously Ill/Injured** – Illness/Injury is of such a severity that life is imminently endangered. Family members are requested at bedside immediately. (Please note this is an internal DOD casualty assistance designation used by DOD healthcare providers.)
- (SI) Seriously Ill/Injured** – Illness/injury is of such severity that there is cause for immediate concern, but there is no imminent danger to life. Family members are requested at bedside. (Please note this is an internal DOD casualty assistance designation used by DOD healthcare providers.)
- OTHER Ill/Injured** – a serious injury or illness that may render the servicemember medically unfit to perform the duties of the servicemember's office, grade, rank, or rating.
- NONE OF THE ABOVE** (Note to Employee: If this box is checked, you may still be eligible to take leave to care for a covered family member with a "serious health condition" under the FMLA and/or CFRA. If such leave is requested, you may be required to submit the University's Certification of Health Care Provider for Family Member's Serious Health Condition.)

(2) Was the condition for which the Covered Servicemember is being treated incurred in the line of duty on active duty in the armed forces?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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(3) Approximate date condition commenced:	_____
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(4) Probable duration of condition and/or need for care:

From \_\_\_\_\_ To \_\_\_\_\_

(5) Is the Covered Servicemember undergoing medical treatment, recuperation, or therapy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please describe medical treatment, recuperation or therapy:

**PART C: COVERED SERVICEMEMBER'S NEED FOR CARE BY FAMILY MEMBER**

(1) Will the Covered Servicemember need care for a single continuous period of time, including any time for treatment and recovery?

Yes  No

If yes, estimate the beginning and ending dates for this period of time:

From \_\_\_\_\_ To \_\_\_\_\_

(2) Will the Covered Servicemember require periodic follow-up treatment appointments?

Yes  No

If yes, estimate the treatment schedule:

(3) Is there a medical necessity for the Covered Servicemember to have periodic care for these follow-up treatment appointments?

Yes  No

4) Is there a medical necessity for the Covered Servicemember to have periodic care for other than scheduled follow-up treatment appointments (e.g., episodic flare-ups of medical condition)?

Yes  No

If yes, please estimate:

Frequency: \_\_\_ Times per  week(s)  month(s) | Duration: \_\_\_  Hours or \_\_\_  Day(s) per episode

Flare-ups may occur from: \_\_\_\_\_ through: \_\_\_\_\_

**SIGNATURE**

SIGNATURE OF HEALTH CARE PROVIDER

DATE

Print Form