



## **Procedural Guidelines for Residents requesting Long-Term Medical and Family Leave**

With regard to leave issues, we recognize that while residents must comply with ACGME requirements in order to get credit toward completion of training, they also must comply with UND requirements in order to be paid and receive benefits. It is important that Program Directors and program administrative staff ensure that residents understand the distinction and the need to comply with both sets of regulations.

Residents who require long term medical leave (>3 days) for themselves or an eligible family member must complete a Long Term Medical (FMLA) Leave Request per UND policy ([http://und.edu/finance-operations/\\_files/docs/3-8-long-term-fmla-leave.pdf](http://und.edu/finance-operations/_files/docs/3-8-long-term-fmla-leave.pdf)) The request and medical certification should be sent directly to the UND HR/Payroll Office for processing and residents and programs should follow all UND policies.

Residents (like faculty) are not staff and at UND are not eligible for donated leave.