

MATERNITY LEAVE	Document Number	GO 523
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1. PURPOSE

The purpose of this policy is to establish policies and guidelines relating to pregnancies of employees of this department.

2. PERSONS AFFECTED

All pregnant department personnel.

3. POLICY

It shall be the policy of the Hawai'i Police Department that pregnant employees be afforded certain assignment and leave privileges as it relates to her pregnancy and return to duty.

4. PROCEDURES

4.1. Assignment During Pregnancy

4.1.1. Pregnant employees are eligible for temporary limited-duty assignments in accordance with General Order 524.

4.1.2. Pregnant employees may also be eligible for other forms of medical, disability or family leave as provided by State or Federal law.

4.2. Leave of Absence

4.2.1. Should the County Physician, with the concurrence of the employee's attending physician, determine that the employee is physically unfit to continue her assigned duties, she shall be placed on leave of absence status.

4.2.2. Upon being placed on voluntary or involuntary leave of absence status, the employee shall be entitled to any accumulated sick leave, vacation, and compensatory time.

4.2.3. When all vacation leave, sick leave and compensatory time are exhausted, the employee shall upon application and approval continue on leave of absence without pay.

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4.2.4. Provided she assumes the full expense, the employee shall not be excluded or disqualified from participating in any group benefit while on leave of absence without pay.

4.3. Return to Duty

4.3.1. Upon giving birth or termination of pregnancy, the employee shall have the right to return to work once her attending physician approves her return and/or the County Physician determines that she is physically fit to return to either regular or restricted duty.

4.3.2. In any event, the employee must return to work no later than 12 months from the date of delivery or other termination of pregnancy, or as specified by employee's collective bargaining agreement.

4.3.3. Return status for affected employees shall be in accordance with the Family and Medical Leave provisions as specified in General Order 504.