Alabama Agricultural and Mechanical University
Office of Human Resources

Mailing Address: Human Resources, Alabama A&M University, Normal, AL 35762
Phone: 256.372.5835 Fax: 256.372.5881

CERTIFICATION OF HEALTH CARE PROVIDER FOR FAMILY MEMBER'S SERIOUS HEALTH CONDITION (Family and Medical Leave Act)

Date:_____

Section I: For completion by the Employer.

Employer name: Alabama A&M University Contact number: 256.372.5515

Section II: For completion by the Employee.

Please complete Section II before giving this form to your family member or his/her medical provider. The FMLA permits an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave to care for a covered family member with a serious health condition. If requested by your employer, your response is required to obtain or retain the benefit of FMLA protections. Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA request. Alabama A&M University must give you at least 15 calendar days to return this form to the Office of Human Resources.

Employee's name:_____
First Middle Last

Name of family member for whom you will provide care:_____
First Middle Last

Relationship of family member to you:_____

If family member is your son or daughter, date of birth:_____

Describe care you will provide to your family member and estimate leave needed to provide care:

Employee Signature_____ Date_____

Section III: For completion by the Health Care Provider.

Instructions to the Health Care Provider: The employee listed above has requested leave under the FMLA to care for your patient. Answer, fully, and completely, all applicable parts below. 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 patient needs leave. Page 4 provides space for additional information, should you need it. Please be sure to sign the form on the last page.

Provider's name and business address:_____

Type of practice/medical specialty:_____

Telephone: (___)_____ Fax: (___)_____

Part A: Medical Facts

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. ***To comply with this law, we are asking that you not provide any genetic information when responding to this request for medical information.*** *'Genetic Information' as defined by GINA includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.*

1. Approximate date condition commenced:_____

   Probable duration of condition:_____

   Was the patient admitted for an overnight stay in a hospital, hospice, or residential medical care facility? _____No _____Yes. If so, dates of admission:_____

   Date(s) you treated the patient for condition:_____

   Will the patient need to have treatment visits at least twice per year due to the condition?___No ___Yes

   Was medication, other than over-the-counter medication, prescribed? ____ No ____Yes.

   Was the patient referred to other health care provider(s) for evaluation or treatment (e.g., physical therapist)? ____No ____Yes. If so, state the nature of such treatments and expected duration of treatment:

   _____

   _____

2. Is the medical condition pregnancy? ____No ____Yes. If so, expected delivery date:_____

3. Describe other relevant medical facts, if any, related to the condition for which the patient needs care (such as medical facts may include symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment):

_____

_____

_____

Part B: Amount of Care Needed: When answering these questions, keep in mind that your patient's need for care by the employee seeking leave may include assistance with basic medical, hygienic, nutritional, safety or transportation needs, or the provision of physical or psychological care.

4. Will the patient be incapacitated for a single continuous period of time, including any time for treatment and recovery? _____ No _____ Yes

   Estimate the beginning and ending dates for the period of incapacity:_____

   During this time, will the patient need care? _____No _____Yes.

   Explain the care needed by the patient and why such care is medically necessary:

_____

_____

_____

_____

5. Will the patient require follow-up treatments, including any time for recovery? _____No _____Yes.

   Estimate treatment schedule, if any, including the dates of any scheduled appointments and the time required for each appointment, including any recovery period:_____

_____

   Explain the care needed by the patient, and why such care is medically necessary:_____

_____

6. Will the patient require care on an intermittent or reduced schedule basis, including any time for recovery? ____No ____Yes

   Estimate the hours the patient needs care on an intermittent basis, if any:

_____hour(s) per day; _____days per week from _____ through_____

Explain the care needed by the patient, and why such care is medically necessary:

_____

_____

_____

7. Will the condition cause episodic flare-ups periodically preventing the patient from participating in normal daily activities? _____No _____Yes

   Based upon the patient's medical history and your knowledge of the medical condition, estimate the frequency of flare-ups and the duration of related incapacity that the patient may have over the next six (6) months (e.g., 1 episode every 3 months lasting 1-2 days):

   Frequency: _____times per _____week(s) _____month(s)

   Duration: _____hours or _____ day(s) per episode

   Does the patient need care during these flare-ups? _____No _____Yes

   Explain the care needed by the patient, and why such care is medically necessary:

   _____

   _____

   _____

Additional information: Identify question number with your additional answer.

_____

_____

_____

_____

Signature of physician:_____ Date_____

Print name of physician:_____

Return this FMLA Certification of Physician or Practitioner Form in person to
Cheryl K. Johnson, Assistant Director, Office of Human Resources
449 Buchanan Way, Normal, Alabama

Or mail to:
Human Resources, Alabama A&M University, Normal, Alabama 35762

Or fax to:
256.372.5881