Employee's Dept. Family Medical Leave Process Employee Seeking FML UH Employee Seeking FML Human Resources Department www.uh.edu/hr HR Website Confirmation Letter **Print Documents ↑**Yes manage Intermitten ePAR, enter leave in T&L, Dept will HR to complete HR Review and Determination Approved? Yes Leave Request FMLA Cert. of Provider Health Care FMLA/Parental Completes http://www.uh.edu/hr/ Signs and Employee Forms resources/ Ö Leave Request Academic Notification Letter Faculty: forward Forward Forward FMLA Cert. of Health Care **FMLA/Parenta** Completed Documents Provider Request Leave HUMANRESOURCES Employee's Physician HR Dept. Employee's Dept. Emplayee Seeking FML has applied for FML Send Notice to ee of missing Send Notice to before 10 day days the ee Dept within 5 documents OUSTON Completes Signs and Form