WASHINGTON STATE UNIVERSITY

CERTIFICATION OF COVERED INJURY OR ILLNESS OF COVERED SERVICEMEMBER/VETERAN FOR MILITARY FAMILY LEAVE - FAMILY AND MEDICAL LEAVE ACT

SECTION I: To be completed by the EMPLOYEE and/or the COVERED SERVICEMEMBER for whom the Employee is requesting leave.

Please complete Section I before having Section II completed. The FMLA permits an employer 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 or a veteran who had a serious injury of illness within the five years preceding the date of treatment. If requested by the employer, your response is required to obtain or retain the benefit of FMLA-protected leave. Failure to do so may result in a denial of an employee's FMLA request. The employer must give an employee at least 15 calendar days to return this form to the employer.

SECTION II: 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.

The employee listed below has requested leave under the FMLA to care for a family member who is a member or veteran 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 his or her office, grade, rank, or rating, or has caused the veteran medically until to perform their duties within the last five years.

A complete and sufficient certification to support a request for FMLA leave due to a covered servicemember's or veteran's serious injury or illness includes written documentation confirming that the covered servicemember's or veteran's injury or illness was incurred in the line of duty on active duty and that the covered servicemember or veteran 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

Return completed Packet to:

Washington State University
c/o Human Resource Services
PO Box 641014
Pullman, WA 99164-1014
Fax: 509-335-1259
Email: hrs@wsu.edu

SECTION I: To be completed by the EMPLOYEE and/or the COVERED SERVICEMEMBER and/or the COVERED VETERAN 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

Name and Address of Employer to Whom this Packet should be returned to:

Washington State University
c/o Human Resource Services
PO Box 641014
Pullman, WA 99164-1014
Fax: 509-335-1259
Email: hrs@wsu.edu

Name of Employee Requesting Leave to Care for Covered Servicemember/Veteran: _____

Name of Covered Servicemember/Veteran (for whom employee is requesting leave): _____

Relationship of Employee to Covered Servicemember/Veteran Requesting Leave to Care:

☐Spouse ☐Parent ☐Son ☐Daughter ☐Next of Kin

Part B: COVERED SERVICEMEMBER INFORMATION

(1) Is the Covered Servicemember/Veteran a Current Member of or Veteran of the Regular Armed Forces, the National Guard or Reserves? ☐ Yes ☐ No

If yes, please provide the military branch, rank and unit currently assigned to:

_____

(2) Is the covered servicemember/veteran 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: _____

_____

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

Part C: CARE TO BE PROVIDED TO THE COVERED SERVICEMEMBER /VETERAN

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

_____

_____

_____

_____

_____

SECTION II: For Completion 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 I 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 and Business Address:

_____

Type of Practice/Medical Specialty: _____

Please state whether you are either: (1) a DOD health care provider; (2) a VA health care provider; (3) a DOD TRICARE network authorized private health care provider; or (4) a DOD non-network TRICARE authorized private health care provider: _____

Telephone: ( ) _____ Fax: ( ) _____ Email: _____

PART B: MEDICAL STATUS

(1) Covered Servicemember's/Veteran'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 or has cause the veteran to be medically unfit to perform the duties of the member'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 § 825.113 of the FMLA. If such leave is requested, you may be required to complete DOL FORM WH-380 or an employer-provided form seeking the same information.)

(2) Was the condition for which the covered servicemember/veteran is being treated incurred in line of duty on active duty in the armed forces? ☐ Yes ☐ No

(3) Approximate date condition commenced: _____

(4) Probable duration of condition and/or need for care: _____

(5) Is the covered servicemember/veteran undergoing medical treatment, recuperation, or therapy?
☐ Yes ☐ No
If yes, please describe: _____

_____

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

(1) Will the covered servicemember/veteran 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: _____

(2) Will the covered servicemember/veteran require periodic follow-up treatment appointments? ☐Yes ☐No
If yes, estimate the treatment schedule: _____

(3) Is there a medical necessity for the covered servicemember/veteran to have periodic care for these follow-up treatment appointments? ☐ Yes ☐ No

(4) Is there a medical necessity for the covered servicemember/veteran 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 the frequency and duration of the periodic care:

_____

_____

_____ _____

Signature of Health Care Provider **Date**