



Family & Medical Leave Act Policy Administration  
Faculty & Staff Parental Leave Policy Administration  
Frequently Asked Questions & Answers

1. Who is [FMLASource](#) and why were they chosen to administer the SLU FMLA Leave, Staff Parental Leave and Faculty Parental Leave policies?

[FMLASource](#) is an organization that specializes in the management of FMLA. It is a division of ComPsych, who is our vendor partner for our Employee Assistance Program (EAP). FMLASource has been in business for 20 years and has over 3,200 client partners and over 3.7 million employees covered.

We have recognized that you might need answers to questions at times other than normal business hours, Monday through Friday, when the Human Resources staff are available. We sought out a partner that can provide more resources and more accessibility for you when you need it. They provide a:

- < Toll-free phone number
- < Website
- < Mobile app
- < 24-hour interactive voice response telephone system

We believe the enhanced services [FMLASource](#) provides will make it easier and more convenient for you to use your FMLA benefit.

2. When does [FMLASource](#) take over the administration of these leave policies?

They assume responsibility on August 1, 2019.

3. What if I apply for FMLA or Parental leave between now and August 1, 2019?

Your leave request will be handled by the Human Resources staff who will **decide** your eligibility for leave. If your leave is approved and the completion date of your leave is after August 1, 2019, you will receive communication from FMLASource in late



5.