

Reporting an Absence

Oregon Paid Family and Medical Leave (OPFML/PLO)



HOW DO I APPLY FOR OREGON PAID FAMILY AND MEDICAL LEAVE?

To apply for Oregon Paid Family and Medical Leave (OPFML/PLO) complete the [OPFML application](#).

If approved, you will follow the guidelines below to report your absences.

WHEN SHOULD I REPORT AN ABSENCE?

You should report an absence to Protected Leaves if you're absent from work or know you will be absent from work for any of the following reasons:

- Your own serious health condition, including pregnancy
- To bond with a child in the first 12 months after birth, adoption, or foster care placement
- To care for a qualifying family member with a serious health condition
- Safe leave for yourself or your minor child or dependent who is a survivor of sexual assault, domestic violence, harassment, bias crimes or stalking.

HOW DO I REPORT AN ABSENCE?



Contact Protected Leaves via email at medical.leave@oregonstate.edu to report any **full** days missed related to your open claim

Remember to stay in contact with Protected Leaves and your supervisor during your leave

WHAT ABOUT OTHER TIMES I'LL BE OUT?

For all other personal absences, please contact your supervisor

