OFFICE OF HUMAN RESOURCES

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**Certification of Health Care Provider**

**(NSHE Board of Regents Handbook. Title 4, Chapter 3, Section 14.7)**

**Title 4 - Codification of Board Policy Statements**
**Chapter 3**
**PROFESSIONAL STAFF**

Section 14.  Sick Leave

7. After 12 continuous months employment, where a physician certifies that a professional staff member is unable to resume duties after exhausting all accumulated sick and annual leave, the professional staff member may petition for, and may be granted, with the approval of the President extended salaried sick leave. Approval may be given only if the funding source permits payment of extended salaried sick leave. An additional three calendar months may be granted to employees continuously employed for more than twelve months and up to twenty-four months; an additional six calendar months may be granted to employees continuously employed for more than twenty-four months and up to thirty six months; and an additional twelve calendar months plus one calendar month for each full year of employment with the NSHE may b granted to employees continuously employed for more than thirty-six months. An eligible employee may initially request less extended salaried sick leave than authorized under this policy, or may be granted less than the maximum amount of time authorized. The lifetime maximum, which may be granted to an employee, is twelve calendar months plus one calendar month for each full year of employment with the NSHE. During extended salaried sick leave, no annual or sick leave shall be earned. If at the end of the extension period a physician certifies that the professional staff member is still unable to resume duties, the appointment shall be terminated. Where employment shall be terminated under these circumstances, the provision of Title 2 of the Board of Regent’s handbook shall not apply.

Employee’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe the medical facts which support your certification that the employee is unable to resume their duties at the University of Nevada, Las Vegas:

State the approximate date the condition commenced, and the probable duration of the condition (and also the probable duration of the patient’s present incapacity if different. “Incapacity” is defined to mean inability to work due to the serious health condition, treatment therefore, or recovery therefrom.

If medical leave is required for the employee’s absence from work because of the employee’s own medical condition, (including absences due to pregnancy or a chronic condition), is the employee unable to perform work of any kind?

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 Signature of Health Care Provider Type of Practice

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 Address Telephone Number

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 Date