



PSYCHOTHERAPIST, CLINICAL SEXOLOGIST

PAID PRENATAL LEAVE POLICY

Paid Prenatal Leave

Dulcinea Pitagora LCSW PLLC (referred to here as the “**Practice**”) provides employees with prenatal leave.

Front-Loaded Paid Prenatal Leave

Employees receive 20 hours of paid prenatal leave (PPL) starting on their first day of employment, which resets at the beginning of each calendar year. For purposes of this policy, a calendar year is a period of 12 consecutive months from January to December.

Use of Paid Prenatal Leave

Employees are eligible to take PPL immediately. Employees may use all of their PPL, up to 20 hours per year.

Employees may take PPL for prenatal health care appointments during or related to their family’s pregnancy. The employee does not have to be the pregnant person.

Pregnancy-related health care appointments include:

- physical examinations
- medical procedures
- monitoring
- testing
- discussions with a health care provider needed to ensure a healthy pregnancy
- end of pregnancy care
- fertility treatment

Only the employee directly receiving prenatal health care may use PPL. A spouse, partner, or another support person attending prenatal appointments with the employee is not entitled to PPL.

Health care appointments after pregnancy are not covered by PPL, however you may apply for Paid Family Leave for additional time off around the birth.

Confidentiality and Nondisclosure

Practice cannot under this policy require an employee or a healthcare provider or other service provider to disclose the details of any medical condition or covered offense relating to the employee or a family member which requires the employee to take PPL. Any information which the employee does disclose with respect to a PPL request, or information contained in a verification or documentation of proper use of PPL will be treated by Practice as confidential and will not be disclosed except by the affected employee, with the written permission of the affected employee, or as required by law.

Carryover

Employees may only use up to 20 hours of PPL per year.

Paid Prenatal Leave at Employment Termination

On termination of employment for any reason, employees forfeit any accrued but unused PPL.

Administration of This Policy

If you have any questions regarding this policy or if you have questions about PPL that are not addressed in this policy, please contact Dulcinea Pitagora or Sula Malina.

Any employee who abuses this policy will be subject to disciplinary action, up to and including termination of employment.

No Retaliation

Practice expressly prohibits any form of discipline, reprisal, intimidation, retaliation, or discrimination against any individual for requesting or taking PPL, or filing a complaint for violations of this policy or applicable state or local law.

Practice is committed to enforcing this policy and prohibiting retaliation against employees who request or take PPL under this policy, or who file a related complaint. However, the effectiveness of our efforts depends largely on individuals telling us about inappropriate workplace conduct. If employees feel that they or someone else may have been subjected to conduct that violates this policy, they should report it immediately to Practice. If employees do not report retaliatory conduct, Practice may not become aware of a possible violation of this policy and may not be able to take appropriate corrective action.

Acknowledgment of Receipt and Review

I acknowledge that I received and read a copy of the Dulcinea Pitagora LCSW PLLC's Paid Prenatal Leave Policy.

Signature

Printed Name / Date