# How to Apply for Family Bonding Leave Directly from Medical Leave

### Important Information About Family Bonding Leave for Birthing Parents

- As a birthing parent, you may be eligible for both medical leave and family leave.
- The duration of your medical leave for recovery from childbirth will depend on your Health Care Provider's certification.
- Following your medical leave, you can add family bonding leave directly using the same application.
- A single application allows you to avoid an additional unpaid 7-day waiting period for your benefit payments.
- If you qualify for both medical and bonding leave, the maximum amount of time you can take combined is 26 weeks in one benefit year.
- You should always talk to your employer about the leave you plan to take before starting your application.

## Step 1: Apply for Medical Leave to recover from childbirth.

#### Start your application - For the fastest and easiest way to apply, go to paidleave.mass.gov

You can apply online in 7 different languages and interpretation services are available through our Contact Center in 240+ languages. You can start your application for medical leave no sooner than 60 days prior to your leave start date, which is often your expected delivery date.

When you start your application online, you will need to:

- Confirm and then enter your Employer Identification Number (EIN)
- In the leave details section called 'Why do you need to take leave?" choose "I need medical leave to recover from giving birth or due to my inability to work during pregnancy. "
- Enter estimated leave dates
- Upload or mail your proof of identity documents
- Upload, fax or mail your completed Certification of your Serious Health Condition form from your Health Care Provider

## Step 2: Add Family Leave to your Medical Leave.

To add family leave to bond with your child directly to your medical leave, you must add to your application within 90 days of your child's birth.

Adding family leave to your medical leave can most easily be done online. You can also call the Contact Center at (833)344-7365 to add to your leave. Here are the online steps to follow:

- Log in to your application at paidleave.mass.gov
- Open your approved Medical Leave application
- Select "Add leave to bond with a child"
- Enter your child's date of birth
- Enter the last day of your leave to bond with your child
- Upload proof of birth

If your baby is born up to 2 weeks before or up to 2 weeks after your estimated delivery date, DFML will adjust your medical leave start date based on the proof of birth after you add family leave to bond with your child to your application.

## Other things to consider

- If you have a partner, they may also be eligible to take family leave to bond with your child within a year of your child's birth.
- Your partner will need to submit a separate application for family leave to bond with your child.
- You and your partner may choose to take family leave at the same time or at different times.
- If you or your partner apply for a reduced or as needed (intermittent) schedule, you will need to get approval for your schedule from your employer.



