

**MONTEFIORE NYACK HOSPITAL**  
**160 N. MIDLAND AVENUE, NYACK, NY 10960**

**SOURCE:** Human Resources

**APPROVAL:** Associate Vice President of Human Resources

**SUBJECT:** Prenatal Leave Policy

**POLICY:**

**IMPLEMENTED:** 01/2025

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### **Prenatal Leave Policy (Effective January 1, 2025)**

**Purpose:** This policy outlines the provisions for prenatal leave in accordance with the New York State Labor Law Section 196-b, as amended, effective January 1, 2025. This policy is designed to support employees during their pregnancy by providing paid time off for necessary prenatal care.

**Eligibility:** All employees of Montefiore Nyack Hospital are eligible for prenatal leave. There is no minimum employment duration requirement.

**Entitlement:** Eligible employees are entitled to up to 20 hours of paid prenatal leave during any 52-week period. This leave is in addition to any other leave entitlements, including New York State Paid Sick Leave or PTO.

**Definition of Prenatal Care:** Prenatal leave may be used for health care services received by an employee during their pregnancy or related to such pregnancy, including but not limited to:

- Physical examinations
- Medical procedures
- Monitoring and testing
- Discussions with a health care provider related to the pregnancy
- end of pregnancy care
- fertility treatment

#### **Usage and Accrual:**

- Employees do not accrue prenatal leave. The full 20 hours are available for use at the start of each 52-week period.
- The 52-week period begins on the first day the employee uses and records prenatal leave on their timesheet.
- Prenatal leave may be taken in hourly increments.
- Only the employee directly receiving prenatal health care may use Paid Prenatal Leave. A spouse, partner, or another support person attending prenatal appointments with a pregnant person (or a person seeking to become pregnant) is not entitled to Paid Prenatal Leave.
- Paid prenatal leave does not carry over from one year to another and no payment will be made for unused paid prenatal leave at the end of any 52-week period or upon separation of employment for any reason.
- An employee may choose to use sick and safe time or PTO for time off needed for qualifying paid prenatal leave reasons in accordance with the terms of Montefiore Nyack Hospital's Sick and Safe Time Policy and/or PTO policy, but in all cases must specify whether they are using sick/safe time, PTO, or paid prenatal leave.

**Compensation:** Employees will be compensated for prenatal leave at their regular rate of pay or the applicable minimum wage, whichever is greater.

#### **Requesting Leave:**

- Employees should request prenatal leave by following the existing procedure for scheduling time off of work.

- While advance notice is appreciated, employees will provide notice as soon as practicable.
- Employers are prohibited from requesting details about the specific reason for the prenatal appointment.

**Confidentiality:** Information relating to an employee's use of prenatal leave will be kept confidential.

**Non-Retaliation:** Montefiore Nyack Hospital prohibits any form of retaliation against an employee for requesting or using prenatal leave.

**Interaction with Other Leave Policies:** Prenatal leave is separate from and does not run concurrently with other leave entitlements, including:

- **New York State Paid Sick Leave:** Employees may use paid sick leave for pregnancy-related health conditions that do not fall under the definition of prenatal care as outlined above.
- **PTO:** Employees may use PTO time for pregnancy-related health conditions that do not fall under the definition of prenatal care as outlined above.

**Record Keeping:** Montefiore Nyack Hospital will maintain accurate records of all prenatal leave taken by employees.

**Policy Updates:** This policy is subject to change to comply with any future amendments to the New York State Labor Law or other applicable laws.