

**REQUEST FOR FAMILY OR MEDICAL LEAVE**

**Employee Notification**

Request for Family or Medical Leave must be made in writing, if practical, at least 30 days prior to the date the requested leave is to begin.

Name MONICA HAMMONS Date 4-6-2017

School Bryant Position 6<sup>th</sup> Grade Teacher

I request a family or medical leave for one or more of the following reasons. I understand that a physician's certification and all required information must be submitted before this request is processed.

Because of the birth of my child, or because of the placement of a child with me for adoption or foster care.

In order to care for my spouse/child/parent who has a serious health condition.

For a serious health condition that makes me unable to perform my job. THIS CONDITION  IS  IS NOT WORK RELATED.

Requested intermittent or reduced leave scheduled \_\_\_\_\_

Leave to start 5/3/2017 Expected return date 5/30/2017

- I would like to use my sick/personal days
- I would not like to use my sick/personal days
- Original request for leave
- Request for extended leave

Employee Signature Monica Hammons Date 4-7-2017

**LEAVE APPROVAL**

Principal/Designee Signature [Signature] Date 5/3/17

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_

Board Secretary Signature \_\_\_\_\_ Date \_\_\_\_\_

Board President Signature [Signature] Date 5/3/2017

Sick - 85.5

WOMEN'S HEALTH DEPARTMENT  
NAVAL MEDICAL CENTER PORTSMOUTH

620 John Paul Jones Circle  
Portsmouth, VA 23708-2197

*MONICA HAMMONS*

Dear Patient,

HAMMONS, ANGELIQUE PATRICE  
SEX: F DOB: 8/16/1990 AGE: 26  
USN N41 POZ UNK

*estimated due date 03/16/2017*

Date & Time: *25 Apr 2017*



*will require help @ home after delivery*

You were seen and evaluated for \_\_\_\_\_ To further your treatment and evaluation, we recommend that you complete the items checked below:

- Medications: \_\_\_\_\_ The pharmacy is on deck 2, area G. Open 24/7. If you prefer to pick up your medications at a different MTF, please let your provider know prior to leaving.
- Labs: \_\_\_\_\_ Deck 1, area J. Open M-F, 0630-1700 hrs. Please complete within \_\_\_\_\_ days.
- Radiologic Study: \_\_\_\_\_ deck 1, area E. Call 757-953-XRAY (9729) to schedule. M-F, 0730-1630 hrs.
- Antepartum testing: \_\_\_\_\_ times per week. Deck 4, area A. Call 757-953-4296 to schedule an appointment.
- Consults: You have been referred to \_\_\_\_\_ Please wait 48 hours, and call the Tricare referral center at 1-866-MIL-HEALTH (4584) to schedule.
- Please follow up in as scheduled. If you do not have an appointment call 757-953-4300 to schedule.

Clinic nurse line: 757-953-4249 // Labor and Delivery nurse line (available 24/7): 757-953-4601/9604

Seeking medical attention: **IT IS NEVER WRONG TO COME IN TO BE EVALUATED!**

- Non-emergent but urgent symptoms may be able to be evaluated at a scheduled same/next-day acute care appointment. Please call 757-953-4300 as early as you can to schedule. Non-pregnancy concerns can also be addressed through your PGM. Call the Tricare Booking number at 1-866-MIL-HEALTH (1-866-645-4584)
- Vaginal bleeding: light spotting after a cervical exam, speculum exam, or intercourse may be okay. Let us know if you are concerned or bleeding greater than a minipad in an hour.
- If you think your water broke note the time when it happened and any color. If you are not sure it was your water breaking, you can wear a peripad for 1 hour while you are moving around (not sitting). If in 1 hour it is wet, please come to Labor and Delivery to be evaluated. Please continue to wear a peripad when you come in for evaluation.
- Fetal Movement: After 28 weeks of pregnancy (many moms do not consistently feel baby move until then), count the number of times your baby moves once daily at a time when your baby is **MOST** active. Your goal is 10 movements in that hour. After 1 hour, you should have felt your baby move. If not, lie on your side, drink something cold, eat a snack, and keep counting for a total of 2 hours. If you still haven't gotten 10 movements in 2 hours, come to Labor and Delivery for evaluation.
- Contractions:
  - If you are <34 weeks pregnant and feel contractions, menstrual-like cramps, or abdominal tightening regularly every 10-15 minutes that do not go away with rest, drinking at least 3 large cups of water and taking Tylenol 975mg, come in for evaluation (one of the most common causes for this is dehydration, so keep drinking water on your way in for evaluation).
  - If you are >34 weeks pregnant and feel contractions that are regular (every 5-7 minutes) for an hour, and have tried drinking at least 3 large cups of water, taking Tylenol and trying a hot shower or bath, please come to labor and delivery for evaluation.

Please sign that you understand the information presented to you and had an opportunity for all questions to be answered.

Patient: \_\_\_\_\_

Lucinda Brown  
CNM  
#0900

Medical Staff: *Lucinda Brown*