

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 Sharon Patrick Date September 21, 2015

School Brooks Position 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.

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

_____ Requested intermittent or reduced leave scheduled _____

Leave to start 9/ 22 / 2015 Expected return date 10/ 19 / 2015

- X 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 [Signature] Date 9/21/2015

LEAVE APPROVAL

Principal/Designee Signature [Signature] Date 9-21-15

Superintendent Signature [Signature] Date 9/22/15

Board Secretary Signature _____ Date _____

Board President Signature _____ Date _____

Sick days - 28



Northwestern Medical Faculty Foundation, Inc.

Medical Specialities
675 North St. Clair Street
Suite 14-100
Chicago, Illinois 60611
www.nmff.org

September 21, 2015

RE: Appeal and Grievance for Medication Coverage

Patient Name Sharon Patrick

DOB: 8/10/1973

ID#: 08164867

To Whom it May Concern:

Ms Patrick needs to be off from work another month due to her medical condition.

We anticipate a full recovery, but at this time, Ms. Patrick needs to continue treatments and physical therapy.

If you have any other questions, please do not hesitate to call me. I can be reached at 312-695-8628.

Sincerely,

Monique E. Hinchcliff, MD MS

Northwestern University Feinberg School of Medicine