Information

Administrator Medical Leave

Effective

January 1985

Number

PER-4.22

Applicability

This policy applies to University Administrators.

Administrative Authority

Vice President for Human Resources

Responsible Unit

Human Resources

Miller Information Technology Center Rm 02C

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History

This policy is consistent with the Short-Term Absences and Leaves of Absence Policy approved by the Board of Trustees in January 1985 and as amended and approved by the Board of Trustees on November 28, 1988 and October 26, 1992 and is also consistent with the Second Medical Leave memorandum issued on January 27, 1994.

Revision Date(s): September 26, 2017 (reformatted only); December 10, 2021 (minor edits); August 24, 2022 (minor edit); April 8, 2026 (minor revision)

Reviewed Date(s): August 15, 2017

Categories

Statement:

It is the policy of the University of Louisville to authorize the President or Provost to approve medical leave with pay for up to one-half year of base salary (six months for those on annual appointment; one semester for those on academic year appointment) for administrators. Justification for the medical leave must be documented by medical evidence satisfactory to the President or Provost. The approved leave shall be reported to the Board of Trustees for informational purposes only.

An administrator will be granted a second paid medical leave for a condition unrelated to the condition which was the basis for the prior leave, unless the person has been back to work for three months or longer. If the person has been back to work for less than three months and the medical condition is the same, a second paid medical leave will not be granted.

Definitions:

http://louisville.edu/hr/policies/definitions