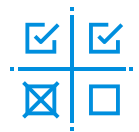


Leave of Absence/FMLA Administration

Bringing over 30 years of administration and compliance services to our brokers and clients, Infinisource Benefit Services now has a robust Leave of Absence/FMLA Administration offering. We have brought in FMLA administration expertise ensuring our comprehensive Absence Management service is easy to use and minimizes the time clients spend monitoring and ensuring compliance. Ease the burden of the FMLA while providing employees with the service they deserve.

Our comprehensive service includes:



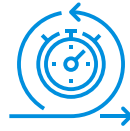
Review/Development of Leave of Absence Policies and Procedures



Review of FMLA Eligibility and Entitlement



FMLA Leave Qualification and Tracking



FMLA Event and Leave Request Processing



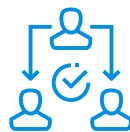
Non-biased application of FMLA Regulations and Policies



Denial Notification



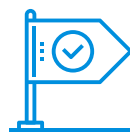
FMLA Activity Reports



Assigned FMLA Account Management



Compliance with state and federal laws and regulations



Coordination between FMLA and ADA requirements



Documentation of all FMLA communications



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