

**“Son or Daughter”** for the purposes of Parental or Family Leave is defined as a biological, adopted, foster child, stepchild, legal ward or a child for whom the employee stood in loco parentis to, who is (1) under eighteen years of age or, (2) eighteen years of age or older and unable to care for him/herself because of physical or mental disability. A “Son or Daughter” for the purposes of Military Exigency or Military Care leave can be of any age.

**“Parent”** means a biological, adoptive, step or foster parent or any other individual who stood in loco parentis to the employee when the employee was a son or daughter.

**“Next of Kin”** for the purposes of Military Care leave is a blood relative other than a spouse, parent, or child in the following order: brothers and sisters, grandparents, aunts, and uncles, and first cousins. If a military service member designates in writing another blood relative as his/her caregiver, that individual shall be the only next of kin. In appropriate circumstances, employees may be required to provide documentation of next of kin status.

**“Serious Health Condition”** is an illness, injury, impairment or physical or mental condition that involves either inpatient care or continuing treatment by a Health Care Provider. Ordinarily, unless complications arise, cosmetic treatments and minor conditions such as the cold, flu, earaches, upset stomach, minor ulcers, headaches (other than migraines), routine dental problems are examples of conditions that are not serious health conditions under this policy. If you have any questions about the types of conditions which may qualify, contact Human Resources.

**“Health Care Provider”** is a medical doctor or doctor of osteopathy, physician’s assistant, podiatrists, dentists, clinical psychologist, optometrists, nurse practitioner, nurse-midwife, clinical social worker, or Christian Science practitioner licensed by the First Church of Christ. Under limited circumstances, a chiropractor or other provider recognized by our group health plan for the purposes of certifying a claim for benefits may also be considered an HCP.

**“Qualifying Exigencies”** for Military Exigency leave include:

- Short-notice call-ups/deployments of seven days or less (NOTE: leave for this exigency is available for up to seven days beginning the date of call-up notice).
- Attending official ceremonies, programs, or military events.
- Special childcare needs created by a military call-up including making alternative child-care arrangements, handling urgent and non-routine childcare situations, arranging for school transfers, or attending school or daycare meetings.
- Making financial and legal arrangements.