

FCA Service Center
FMLA Operations
PO Box 14576
Lexington, KY 40512-4576



November 14, 2017

Edward B Render
18035 Kentucky
Detroit, MI 48221

Re: FCA US LLC
Approval of Intermittent Employee Medical Leave
Claim Number: 301788438220001IFN

Dear Edward Render:

The FCA Service Center, managed by Sedgwick, is FCA's administrator for Family and Medical Leave Act (FMLA) and leaves required by state law. The FCA Service Center has been notified of your request to take FMLA beginning on October 24, 2017 due to:

a serious health condition that makes you unable to perform the essential functions of your job.

In order to be eligible for leave under the FMLA you are required to have worked for 1250 hours in the 12-month period immediately preceding your leave request and to have worked for the company for at least 12 months.

We will review your eligibility as of your first day absent to determine if you meet all eligibility requirements.

If you are eligible as of your first day absent your leave under the Federal Family and Medical Leave Act (FMLA) will be certified from **November 09, 2017 through December 31, 2017** for the following frequency and duration:

Absences for the Condition: 4 episode(s) per 1 Month(s) with each episode lasting up to 1 Day(s)

If you are not eligible as of your first day absent, we will notify you of the change in the status of this certification.

Please be advised that any time off from work that you report as "FMLA" may be denied and subject to the terms and conditions of the Uniform Attendance Procedure, where unexcused absences/tardiness may result in disciplinary action, up to and including discharge.

Actions Required:

1. **First Date Absent Notification:** Contact Sedgwick at the number listed below on the date of your first FMLA-related absence or tardy.

2. **End of Certification**—This certification will expire on May 09, 2018, , and you will need to provide an updated and fully completed certification form prior to the expiration date if an extension is needed.
3. **Intermittent Absence Time Reporting** – Since you have requested intermittent leave, you are required to report all absences and tardiness in accordance with FCA’s mandatory Call-in Procedure. A failure to properly report any absence or tardy from work may result in disciplinary action, up to and including discharge. The Call-in number to report all absences is as follows: 1-800-810-2271. Absences and tardiness can be reported 24 hours, 7 days/week.

Once an intermittent absence is reported on an approved leave, it will be reviewed and you will be contacted within 5 business days if additional information is needed or the absence cannot be designated as FMLA.

If your absences repeatedly exceed the approved frequency and/or duration guidelines provided by your health care provider, you will be required to provide additional documentation regarding the change in your circumstances. Failure to provide sufficient information to support the need for additional leave may result in the denial of FMLA coverage for absences in excess of the approved frequency and/or duration, where any time off from work that you report as “FMLA” may be coded as unexcused and may result in disciplinary action, up to and including discharge.

Since the leave you requested will be unscheduled, it is not possible to provide the hours, days, or weeks that will be counted against your FMLA entitlement at this time. You have the right to request this information once in a 30-day period (if leave was taken in the 30-day period).

The FMLA requires that you notify us as soon as practicable if the circumstances of your leave change, are extended, or were initially unknown. As this certification will expire on May 09, 2018 you will need to provide an updated and fully completed certification form prior to the expiration date above. Once the updated and fully completed certification form is received, Sedgwick will reassess this claim. You will be provided notification regarding the certification approval or denial of the FMLA extension within 5 business days. Failure to provide updated information supporting the need for ongoing leave may result in the denial of FMLA coverage.

We may from time to time seek recertification of your leave as permitted by the FMLA and its regulations. If the recertification is not received timely or is incomplete or insufficient, your ongoing leave request may be denied. You will be notified if/when recertification will be required based on the specifics of your leave.

This certification will expire on May 09, 2018, or when you have exhausted your 12 weeks of leave, whichever occurs first. If you require additional leave beyond this time, you will have to request such leave and, if appropriate, submit a Medical Certification Form to substantiate additional leave time.

If you have questions, require additional information, or experience a change in your circumstances, please contact the FCA Service Center at 1-888-322-4462 Monday through Friday between 8:00 a.m. - 9:30 p.m. Eastern Time zone, to speak with a Customer Service Representative.

Sincerely,

Skylar K. Blum
LOA Representative