

Atrium Health Maternity Pay Overview

For Maternity Leave Teammates 30 Standard Hours or More

As a part of the Parental Benefits, Atrium Health provides Maternity pay for qualifying teammates on a medical leave for the birth of their child. This pay benefit runs concurrently with both FMLA (non-paid) and Short-Term Disability payments. The Maternity pay is submitted to payroll by the Maternity Experience Navigators. Below are Approved FMLA and Non-FMLA examples to assist with time coding.

FMLA Leave Approval

Maternity Pay Example	Week 1	Week 2*	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
FMLA (Pay Code 395)	X	X	X	X	X	X	X	X	X	X	X	X
Maternity Pay from Atrium	100%	100%	40%	40%	40%	40%	n/a	n/a	n/a	n/a	n/a	n/a
Short-Term Disability Pay	n/a	n/a	60%	60%	60%	60%	n/a	n/a	n/a	n/a	n/a	n/a
PTO and/or Absent Time (Pay Code 041 and/or 391)	n/a	n/a	n/a	n/a	n/a	n/a	X	X	X	X	X	X

Non-FMLA Leave Approval

Maternity Pay Example	Week 1	Week 2*	Week 3	Week 4	Week 5	Week 6
Non-FMLA (Pay Code 295)	X	X	X	X	X	X
Maternity Pay from Atrium	100%	100%	40%	40%	40%	40%
Short-Term Disability Pay	n/a	n/a	60%	60%	60%	60%
PTO and/or Absent Time (Pay Code 041 and/or 391)	n/a	n/a	n/a	n/a	n/a	n/a

**Typically, the split in payments between Atrium Health and Short-Term Disability starts on Week 3. However, Teammates who have elected the Short-Term Disability Buy-Up will begin receiving split payments on Week 2.*

Additional Information

- Teammates are responsible for communicating their PTO preferences with their leadership, including when PTO payments should begin, and the amount of PTO they would like coded for each pay period.
- Leaders are responsible for coding FMLA and PTO while teammates are out on leave.
- If the approved Maternity leave has been backdated, leaders should submit a Payroll Request for Adjustment to update the teammate's time.
- **In some cases, Short-Term Disability pay will extend beyond Week 6 and PTO cannot be coded until short-term payments have ended.**