

**NEW!**

Report Your Leave-Related Absences Online

FAST > EASY > ACCURATE > AVAILABLE 24/7

Managing intermittent leave is faster and easier than ever! Now you can report leave-related intermittent absences such as doctor appointments online 24 hours a day, 7 days a week. A scheduled absence can be reported in advance, or on the day it occurs. If you prefer, you can still call in to report time missed as well.

Reporting Absences is Easy

Just log in to our Web site and click on Check Status. Choose the leave you want to report and select Report Time. Enter the date and time of your planned absence and click the Confirm button. That's all there is to it!

Your Source for Information

Call or go online for expert answers to your questions about leaves of absence.

Call: **TDD: 800.697.0353**

Fax: **Online:**