

## Residents Applying for Maternity Leave Benefits

As per **Article 18.01 Maternity Leave** of the collective agreement:

- Pregnancy leave can begin no sooner than 16 weeks preceding the expected date of delivery, and not later than the date of delivery.
  - If you are placed on illness leave before your intended maternity start date, please notify your program director as soon as possible. You may receive sick leave until your actual delivery date.
- You must provide, no later than the 5<sup>th</sup> month of pregnancy, a written request to your program director requesting a maternity leave of absence, including effective dates.
- The program will submit the information to the Post-Graduate Medical Education (PGME) office. The PGME office will advise the employer (NSHA) the resident is taking a maternity leave of absence.

### Beginning Maternity Leave

- In order to receive top-up from NSHA, you **must** be in receipt of EI benefits.
- You must apply to receive maternity benefits from Employment Insurance (EI).
- You can start your claim prior to beginning maternity leave. You can apply at: <https://www.canada.ca/en/services/benefits/ei/ei-maternity-parental/apply.html>
- Payroll will electronically forward your Record of Employment (ROE) to EI after you start your leave. This will take approximately 2-3 weeks.
- Waiting to set up your EI claim may cause a delay in receiving your EI and top-up benefits.

As per **Article 18.02 Pregnancy Leave** of the collective agreement:

- A resident employed by NSHA, and eligible for EI benefits, is entitled for 17 weeks of paid Supplementary Unemployment Benefits (SUB)
  - Payments equal to 75% of your salary for one week when you serve the EI waiting period.
  - Payments equal to 93% of your salary, less your EI Benefit, for a maximum of 16 weeks.
- The resident is then eligible to receive an additional unpaid 35 weeks of parental leave immediately following the maternity leave.
- In order for your SUB to be deposited into your account from NSHA, it is **mandatory** that proof be provided that you are in receipt of EI benefits.
  - Create a screen shot of “My Current Claim” from your online EI account and ensure your full name is visible. (See photo below for example)
  - Send the file to us at [meded@nshealth.ca](mailto:meded@nshealth.ca).

- Your first SUB will be deposited directly into your account no later than the next pay after receipt of this information.

The screenshot shows the 'My Current Claim' page for Jill Resident. It features a table with the following data:

Start Date of Claim:	July 26, 201
Waiting Period:	July 26, 201 to August 08, 201
Type of Benefit:	Maternity / Parental benefits
Total Insurable Earnings:	\$1
Benefit Rate:	\$5
Federal Tax:	\$27
Weeks of maternity benefits paid:	1
Total Weeks Paid:	1
End Date of Claim:	July 23, 201
Last Report Processed:	August 09, 201 to August 15, 201
Last Report Processed on:	August 16, 201

Additional elements in the screenshot include a 'Log out' button, a 'Don't forget to before leaving the site' message, a 'Return to My Service Canada Account home page' link, and a 'Date Modified: 2014-11-21' timestamp.

### Useful Information

- During the time you are off on leave, you are not earning vacation. In the academic year in which you take maternity leave, your vacation will be pro-rated based on the number of months you worked within the year.
- While you are off on leave your computer access at Nova Scotia Health Authority will be deactivated.
- Please contact CMPA at their toll free number 1-800-267-6522 to let them know that you will be taking a leave of absence from your residency program.
- For more information about Maternity Leave, Pregnancy Leave Allowance, Parental Leave and Adoption Leave, please refer to the [Maritime Resident Doctors Collective Agreement](#).
- For information about your group benefits, contact Leanne Bryan at [Leanne@mardocs.ca](mailto:Leanne@mardocs.ca) or (902)404-3594.

If you have any questions or concerns, please email [meded@nshealth.ca](mailto:meded@nshealth.ca) or call us at (902)473-6508 and (902)473-1033.

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