



# Pregnant Workers Fairness Act

**Employee requests accommodation for pregnancy, childbirth or related conditions** by identifying the employee's limitation and the change needed in the workplace

1

2

**Analyst or supervisor reviews request for the four predictable EEOC accommodations**

**Approve the accommodation and send approval letter**

YES

NO

3

**Provide interim accommodation until Leave Analyst has sufficient information**

4

**Engage in the interactive process**

5

**Acquire additional information needed**

Consult with Leave Administration

No further inquiry is allowed if:

1. The condition is obvious
2. Sufficient information is known
3. It is one of the 4 easy accommodations
4. It is related to lactation or nursing

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**Upon receipt of information, leave analyst determines whether the request can reasonably be accommodated and sends determination letter**

This flowchart is a general overview of the process and may not represent all cases, which may vary depending on the specific leave situation. For questions contact [LeaveAdmin@clackamas.us](mailto:LeaveAdmin@clackamas.us)

- Employee
- Leave analyst or specialist, or employee's supervisor

# Pregnant Workers Fairness Act (PWFA)



## What is the PWFA?

The PWFA is a federal law that provides for reasonable accommodation for an employee or applicant needed due to pregnancy, childbirth or related medical conditions, unless the accommodation would cause undue hardship.

## Who does the PWFA apply to?

- All County employees, including probationary, regular status, seasonal and temporary employees, and job applicants.
- An employee is eligible for accommodation under the PWFA if they have a limitation due to their pregnancy, childbirth or related conditions that requires a change or adjustment at work due to the limitation.

## How do I get an accommodation under the PWFA?

- You can request accommodation under the PWFA by telling your supervisor or manager of your limitation due to pregnancy, childbirth or a related medical condition (medical conditions related to pregnancy or childbirth), and what adjustment or change you need at work because of the limitation, e.g. eating or drinking, breaks to use the restroom, etc.
- You can also request an accommodation under the PWFA by contacting the County Leave Administration team using [this contact link](#).
- Your request can be made orally, by email or by text. The County has a [form to request PWFA leave](#), but you do not have to use the form to make a request.
- You or your representative can make the request.

## What is not covered by the PWFA?

- The PWFA does not cover time off for bonding or childcare (other leaves are available for that.)
- The PWFA does not limit other leave laws like FMLA or Paid Family & Medical Leave or County policy.