



Human Resources

Leaves & Disability

When health or other issues impact your ability to work.

Cornell's [Medical Leaves Administration](#) (pdf) office helps coordinate many resources that can enhance the health and well-being of all faculty and staff and maximize the quality of working life while minimizing the negative impact of illness and disability.

Laid off or taking personal leave? Get information and details about [impacts to your benefits](#).

Medical Leaves Administration Services

The following services are available to work units, departmental human resource representatives, supervisors, staff, and faculty.

- [Musculoskeletal Injury Prevention](#)
- [Disability Accommodations](#)
- [Workers' Compensation](#)
- [Short-Term Disability](#)
- [Long-Term Disability](#)

[accordion]

Disability Accommodation

Faculty and staff are welcome to meet with Medical Leaves Administration staff members regarding any medical leave or disability accommodation issues. In order to initiate a request for disability accommodation, you may fill out the Cover Page and Medical Verification Form and return those to Medical Leaves. However, if you would rather speak with someone from Medical Leaves before submitting a request, please contact us and we will be happy to further discuss your situation. [More information](#)

Leaves of Absence

The following forms and procedures should be used in conjunction with the university [nonacademic staff leave policy](#). Also see the [Employee Guide to the Family and Medical Leave Act](#).

Personal Medical Leave

- [Personal Medical Leave Request](#)
- [Personal Health Care Provider Verification](#)

Family Health Leave

- [Family Health Leave Procedures](#)
- [Family Health Leave Request](#)
- [Family Health Care Provider Verification](#)

Parental Leave - As of January 1, 2018, this leave is being replaced by **New York Paid Family Leave** and **Extended Bonding Leave**.

- [Parental Leave Brochure](#)
- [Parental Leave Procedures](#)
- [Parental Leave Request](#)

Military Caregiver or Exigency Leave

- [Military Leave Request](#)

Accident Report Form

Online Accident Reporting Form

Catastrophic Leave Donation

Running low on time off during a time of crisis? Ask your local HR representative about receiving leave donations from fellow employees. [University Policy 6.9, Time Away from Work](#) (excluding academic and bargaining unit staff) allows regular staff members who have completed one year of service to voluntarily donate leave to other regular staff members within a college/unit, when a health-related catastrophic event has been experienced. The conditions under which such donations may be made are outlined in the [Catastrophic Leave Donation policy](#). If you meet the eligibility criteria and are interested in donating leave time, please complete and print out the [Catastrophic Leave Donation Form](#), retain a copy for your records, and either email a pdf of your signed form to Cyndi Morris at clm74@cornell.edu or send the original to her attention at Administrative Human Resources, 337 Pine Tree Road,

Ithaca, NY 14853.

- [Catastrophic Leave Donation Form](#)

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