



FMLA AND OTHER LEAVES POLICY FREQUENTLY ASKED QUESTIONS

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Who determines if I'm eligible for FMLA?

The administration of FMLA has been outsourced to Prudential. You must call Prudential to file a claim.

When am I eligible for FMLA?

You become eligible for FMLA after you have been employed by Scientific Games for 12 months and worked at least 1,250 hours in the previous 12 months.

What is the difference between Short-Term Disability (STD) and FMLA?

FMLA provides job protection. Short-term disability is a company-paid benefit that pays you if your sickness or injury prevents you from working.

FMLA Leave is unpaid unless it is taken concurrently with an available paid leave under other Scientific Games benefits such as Short Term Disability, Workers' Compensation, Parental Bonding Leave, Paid Family Leave or Paid Time Off ("PTO"). FMLA Leave will run concurrently with all forms of paid leave.

Certain employees may live in states or cities with laws addressing leaves of absence and those laws may provide for additional paid leave benefits to those employees. Scientific Games will comply with any applicable laws providing additional paid leave benefits to employees covered by such laws.

How much time is allowed under FMLA?

FMLA provides up to 12 weeks of job protection. Up to 26 weeks may be provided in certain cases involving a covered service member. Employees who need more time away from work because of their own serious health condition can request a medical leave extension which may be granted in accordance with the Americans with Disabilities Act and/or applicable state law.

What types of situations qualify to take FMLA?

- Birth of your child or to care for your newly born child
- Placement of a child with you for adoption or foster care
- To care for your spouse, child, or parent with a serious health condition. (Care for a father-in-law, mother-in-law, or sibling is not covered.)
- You are unable to perform the functions of your job due to your own serious health condition.

Also, please see the FMLA policy for information about "qualified exigency" leave involving a covered service member.

If you have any questions about whether your condition is eligible for FMLA coverage, please contact Prudential.



Under FMLA, do I have to give my medical records for approval of leave due to a serious health condition?

You do not have to provide medical records, but Prudential may require you to provide a medical certification signed by your doctor confirming that a serious health condition exists. Refer to the FMLA policy for more details.

How do I file a FMLA claim?

To file your claim, contact Prudential at 877-367-7781 or online at www.prudential.com/mybenefits. Based on the requirements of the Company’s FMLA Policy and FMLA regulations, Prudential may request additional information. Paperwork can be mailed to your home address or emailed to you. Managers and HR Business Partners are notified of the decision via email.

How much notice must I give to my manager before using FMLA leave?

Employees who need to take FMLA that is foreseeable, such as for a scheduled surgery or childbirth, must provide at least a 30-day notice to their manager. If leave is unforeseeable, notice must be provided as soon as possible.

How does my FMLA leave affect my health care benefits?

Your benefits will be maintained while you are on FMLA leave. You will still have to pay your benefit premiums. If we are unable to deduct the premiums from your paycheck, we will mail you a missed premium notice with instructions and a deadline to pay the premiums by personal check. If you exhaust your FMLA entitlement, your medical, dental, and vision coverage will end on the first day after FMLA is exhausted. You can continue your benefits through COBRA.

How does FMLA leave affect my PTO balance?

PTO does not accrue during a leave of absence.

What is required before I return to work from FMLA leave?

You must notify Human Resources at least 48 hours prior to your return date so that the necessary arrangements for scheduling, network access, payroll, etc. can be made. Prudential will inform you of any additional paperwork needed for your return. Any employee who fails to return to work as scheduled after FMLA may be subject to disciplinary action up to and including termination of employment.

How does intermittent FMLA work?

Intermittent FMLA is used on an “as-needed” basis when you, your spouse, parent or child have a serious health condition. The frequency and duration of the serious health condition determines when you can request the use of the intermittent FMLA. You must contact Prudential to request intermittent leave, and once approved, you are responsible for informing your manager no later than the beginning of the shift of your absence. During your intermittent leave, you must report your need for leave and the hours of intermittent leave used for each occurrence to Prudential.

What is Paid Parental Bonding Leave?

Paid Parental Bonding Leave is a leave entitlement for up to 4 continuous weeks at the employee’s regular base pay for eligible employees following the birth, adoption, or placement of a child in connection with foster care. The purpose of paid Parental Bonding Leave is to enable the employee



to care for and bond with a newborn or a newly adopted or newly placed child. Parental Bonding Leave can run concurrently with Family and Medical Leave Act (FMLA) leave as applicable.

Who is eligible for Parental Bonding Leave?

To be eligible for Parental Bonding Leave you must have worked for the company for 12 months and have worked at least 1,250 hours for the Company over the preceding 12 months.

Does Paid Parental Bonding Leave replace Short Term Disability for childbirth?

No, it does not.

- Disability pay and eligibility relates to post-partum recovery after childbirth.
- Paid Parental Bonding relates to child-bonding of a newborn or newly placed child.
Example: Karen’s last day worked is September 30, 2020 and she delivers a baby via C-Section on October 1, 2020. Karen is eligible for 8 weeks of short-term disability, which includes a one-week waiting period, and will be paid short-term disability starting on October 8, 2020 through November 26, 2020. Karen’s paid Parental Bonding Leave can begin on November 27, 2020, which is the day following the end of her eight weeks of short-term disability.

Can I use the paid Parental Bonding Leave for my Short Term Disability waiting period?

No, but you may use PTO for the Short Term Disability waiting period.

What is Paid Family Leave?

SG will provide up to 1 week (5 consecutive business days) of paid family leave to eligible employees:

- To care for your spouse, child, or parent with a serious health condition (care for a father-in-law, mother-in-law, or sibling is not covered).
- Qualifying exigencies for family military leaves

Paid Family Leave will run concurrently with Family and Medical Leave Act (FMLA) leave. Child bonding leave does not fall under Paid Family Leave because it is covered by the paid Parental Bonding Leave policy.

Who is eligible for Paid Family Leave?

To be eligible for Paid Family Leave you must have worked for the company for 12 months, have worked at least 1,250 hours for the Company over the preceding 12 months and have an approved FMLA claim to care for an immediate family member or a qualifying exigency for family military leave. Employees whose job title is Director or higher (or employees who are at an equivalent individual contributor level), please refer to the Leadership PTO policy.

What if you have a specific question about your FMLA claim (status, how to file)?

You should call Prudential at 877-367-7781.

What if you have specific questions regarding Paid Parental Bonding or Paid Family Leave?

You should call the Benefits team at 866-693-9413.

These FAQs are provided for guidance purposes only and may be changed by Scientific Games at any time.