



State of Connecticut Human Resources

Medical Certificate

Return to Human Resources at:

Agency Name: \_\_\_\_\_ Attn: \_\_\_\_\_
E-mail Address: \_\_\_\_\_ FAX: \_\_\_\_\_

Must be submitted within 30 days of foreseeable leave if leave is FMLA qualifying.

Form #: P33A - Employee

Revision Effective Date: 1/1/2022 To be used by employee who is absent for personal illness, including FMLA absences.

EMPLOYEE INFORMATION section with fields for Employee's Name, ID Number, Agency, Job Title, Department/Unit, Phone Number, and E-mail.

INSTRUCTIONS TO THE HEALTH CARE PROVIDER section containing detailed guidelines for completing the form.

MEDICAL FACTS section containing questions 1-4 regarding the employee's absence, including a table for illness/injury and organ/bone marrow donor information.

5. Is it medically necessary for the patient to receive continuing treatment by a medical provider?  
\_\_\_ NO \_\_\_ YES

If YES, provide the following information about the treatment:

- Dates you treated the patient for the condition: \_\_\_\_\_
- Will the patient need to have treatment visits at least twice per year due to the condition?  
\_\_\_ NO \_\_\_ YES
- Was medication, other than over-the-counter medication, prescribed? \_\_\_ NO \_\_\_ YES
- Was the patient referred to other health care provider(s) for evaluation or treatment?  
\_\_\_ NO \_\_\_ YES
- Describe other relevant medical facts, if any, related to the condition for which the employee seeks leave. Include, as applicable, a description of relevant symptoms, the regimen of continuing treatment or the plan for continuing supervision provided by the health care provider for a condition for which treatment may not be effective.

6. Is the employee unable to perform any of their job functions due to the medical condition (including the need for treatment and recovery)? \_\_\_ NO \_\_\_ YES

If YES, identify the job functions the employee is unable to perform (using the employee's job specification, if provided, as a reference).

**LEAVE NEEDED**

7. Is it medically necessary for the employee to be absent from work due to their medical condition, including the need for treatment and recovery? \_\_\_ NO \_\_\_ YES

8. Will the employee be incapacitated for a single continuous period due to their medical condition, including any time for treatment and recovery? \_\_\_ NO \_\_\_ YES

If YES, estimate the beginning and ending dates for the period of incapacity:

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

9. Is it medically necessary for the employee to attend follow-up treatment appointments because of the medical condition? \_\_\_ NO \_\_\_ YES

If YES, provide the actual or estimated treatment schedule. Include the dates of any scheduled appointments, the time required for each appointment, and any recovery period:

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10. Is it medically necessary for the employee to work on a reduced schedule due to the employee's condition? \_\_\_ NO \_\_\_ YES

If YES, estimate the reduced work schedule needed by the employee:

\_\_\_ hour(s) per day

\_\_\_ day(s) per week

From \_\_\_\_\_ through \_\_\_\_\_

11. Will the condition cause episodic flare-ups periodically preventing the employee from performing their job functions? \_\_\_ NO \_\_\_ YES

If YES: Is it medically necessary for the employee to be absent from work during the flare-ups?  
\_\_\_ NO \_\_\_ YES

If YES, explain:

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12. Based upon the patient's medical history and your knowledge of the medical condition, estimate the frequency of flare-ups and the duration of related incapacity that the patient may have (e.g., 1 episode every 3 months lasting 1-2 days):

- **Frequency:** \_\_\_ time(s) every \_\_\_ week(s) **OR** \_\_\_ time(s) every \_\_\_ month(s)
- **Duration:** \_\_\_ hour(s) per episode **OR** \_\_\_ day(s) per episode

Name of Physician or Practitioner ( <i>please type or print</i> )		Physician or Practitioner License Number	
Address			
Phone Number		Fax Number	
Signed ( <i>Physician or Practitioner</i> )			Date



## Definitions of a Serious Health Condition

### Inpatient Care

- An overnight stay in a hospital, hospice, or residential medical care facility.
- Inpatient care includes any period of incapacity or any subsequent treatment in connection with the overnight stay.

### Continuing Treatment by a Health Care Provider (any one or more of the following)

**Incapacity Plus Treatment:** A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves either:

- Two or more in-person or telemedicine visits to a health care provider for treatment within 30 days of the first day of incapacity unless extenuating circumstances exist. The first visit must be within seven days of the first day of incapacity; or,
- At least one in-person or telemedicine visit to a health care provider for treatment within seven days of the first day of incapacity, which results in a regimen of continuing treatment under the supervision of the health care provider. For example, the health provider might prescribe a course of prescription medication or therapy requiring special equipment.

**Pregnancy:** Any period of incapacity due to pregnancy or for prenatal care.

**Chronic Conditions:** Any period of incapacity due to or treatment for a chronic serious health condition, such as diabetes, asthma, migraine headaches. A chronic serious health condition is one which requires visits to a health care provider (or nurse supervised by the provider) at least twice a year and recurs over an extended period of time. A chronic condition may cause episodic rather than a continuing period of incapacity.

**Permanent or Long-term Conditions:** A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, but which requires the continuing supervision of a health care provider, such as Alzheimer's disease or the terminal stages of cancer.

**Conditions Requiring Multiple Treatments:** Restorative surgery after an accident or other injury; or a condition that would likely result in a period of incapacity of more than three consecutive, full calendar days if the patient did not receive the treatment.