Date: 3/2/2020 9:01:33 AM

From: "Meindl, Max" max.meindl@fema.dhs.gov

To: femamax@gmail.com

Subject: FW: FMLA RECERTIFICATION

Attachment: image001.png;image002.png;FMLA RECERT 11-05-2019.pdf;

Max J Meindl, PMP Program Delivery Manager | Houston TRO DHS | FEMA-Recovery Directorate Public Assistance Division FEMA/HO 202-374-9426

max.meindl@fema.dhs.gov<mailto:max.meindl@fema.dhs.gov>

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA.

It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552).

The information contained herein must be controlled, stored, handled,

transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

[REG 6]

From: Meindl, Max

Sent: Tuesday, November 5, 2019 11:16 AM

To: patricia.silva@fema.dhs.gov Subject: FMLA RECERTIFICATION

"CONFIDENTIAL MEDICAL RECORDS"

As part of the certification process, the employer will almost certainly obtain sensitive medical information regarding the employee. The FMLA right to privacy places strict limits on how the employer must treat this information. Federal

regulationshttps://www.law.cornell.edu/cfr/text/29/825.500 require that information related to an FMLA leave request must be treated as "confidential medical records" and kept in "separate files/records from the usual personnel files." This point is important, and bears repeating: employee medical information should never be kept in the employee's basic personnel file. Instead, the employer must keep a second, parallel personnel file which includes any information related to the FMLA request or other employee medical issues. If a supervisor - or anyone else asks for a worker's personnel file, the company should provide the file without the medical information.

Max J Meindl, PMP Program Delivery Manager | Houston TRO DHS | FEMA-Recovery Directorate **Public Assistance Division** FEMA/HO 202-374-9426 max.meindl@fema.dhs.gov<mailto:max.meindl@fema.dhs.gov>

[fema]

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552).

The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.