



DELTA PILOTS MUTUAL AID MATERNITY HINTS

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INTRODUCTION

The DPMA Maternity Hints is intended to provide valuable information to you regarding Delta pilot maternity leave. It contains information on benefits, reference documents and important contact information.

The Maternity Hints is only a guide. While DPMA does update this document on a regular basis, it does not accept responsibility for the accuracy of information provided to DPMA members regarding disability and maternity benefits that are administered through the Pilot Working Agreement (PWA). Specific questions regarding such benefits should be addressed directly to ALPA or Delta.

Before you transition to Temporary Disability (TD) status, DPMA will assign a volunteer Client Care Specialist (CCS) to assist you for the duration of your maternity. This person has detailed knowledge of the disability process for maternity leaves, and will be in contact with you to answer any questions that may arise.

Finally, the disability process while on maternity leave can seem overwhelming at times. We cannot address the specifics for all contingencies in a single document. **You are ultimately responsible for knowing your contractual rights and benefits.** In addition to DPMA, there are considerable resources available to you such as the Pilot Assist, the Chief Pilot's Office, ALPA R&I, and Harvey Watt. At DPMA, we are **“Pilots helping Pilots.”**

SECTION I

MATERNITY LEAVE

The following depicts an overview of the major elements of your sick and disability benefits for the duration of your pregnancy and following the birth of your child; as well as how they relate to each other.

1. WEEKS 1-26:

First, once you have confirmed you are pregnant and establish your due date, send the Delta provided Initial Notification of Pregnancy form signed by your physician confirming your pregnancy and expected due date to Pilot Leaves (fax: 404-677-3018 or email: PltLeaves.FlightOps@delta.com). If your doctor indicates you may keep working, you may continue flying without further action until the end of your 26th week of pregnancy.

Note: If you plan to immediately stop flying, you may submit the standard Pilot Sick Verification form to include your expected due date in lieu of the Initial Notification of Pregnancy Form. Send the form to Pilot Leaves and call scheduling to place yourself on sick leave effective immediately.

2. WEEKS 26-32:

After the beginning of your 25th week but before the end of your 26th week of pregnancy, if you intend to continue flying, you must submit the 26-Week Pregnancy Update Form to Pilot Leaves. This form must be signed by your physician and indicate that you continue to meet the medical requirements of a First Class Medical. You may continue flying without further action until the end of your 32nd week of pregnancy.

3. WEEKS 32-Delivery:

After the beginning of your 31st week but before the end of your 32nd week of pregnancy, if you intend to continue flying, you must submit the 32-Week Pregnancy Update Form to Pilot Leaves. Both your physician and your Aviation Medical Examiner (AME) must sign this form. As long as you continue to meet the medical requirements of a First Class Medical, you may keep flying until the end of your pregnancy without further action.

4. SICK LEAVE (SICK):

- Sick leave begins the day that you call to inform scheduling that you will no longer fly due to your pregnancy. This normally establishes your event date, and can be done at any time following your Initial Notification of Pregnancy.
- Upon release from duty, you will begin to use your sick time and should continue to shadow bid a monthly schedule until your sick bank is exhausted.

- While you utilize your sick leave bank, Temporary Disability (TD) will be running concurrently in the background; however, your TD benefits will only commence once your sick leave bank and company paid maternity benefits are exhausted. That is the date when you transition to Sick Leave of Absence (SLOA) status.

5. MATERNITY LEAVE BENEFIT:

- Upon exhaustion of sick leave, you will automatically transition to your company maternity leave benefit, which may be administered prior to the birth of the child.
- A pilot who has been released from flight duty and placed on medical leave due to a pregnancy is eligible for the following company paid maternity benefits:
 - i. Six weeks in the case of a vaginal delivery
 - ii. Eight weeks in the case of a cesarean section
- Semi-monthly maternity leave benefit payments will be equal to one half of the pilot's monthly FAE. (Note: Both payments in the month together will add up to 100% of the pilot's monthly FAE.)
- A pilot who is released from duty on account of pregnancy at least one week prior to the birth of the child will be eligible for one additional week of maternity leave benefits than specified above and in PWA Section 13 G.4.a.1) or 2).

6. TEMPORARY DISABILITY (TD):

Temporary disability benefits will begin at the exhaustion of maternity leave benefits. Depending on how soon after the Initial Notification of Pregnancy you stop flying, you may or may not transition from TD (lasts up to 26 weeks) to Long Term Disability (LTD). All disability and DPMA benefits while on maternity leave will expire six (6) weeks post delivery for a vaginal birth or eight (8) weeks post delivery for a cesarean section (unless other complications arise that do not permit you to exercise the privileges of your First Class Medical certificate or return to work).

7. BONDING LEAVE:

- A pilot will be eligible for up to 30 consecutive days of unpaid bonding leave following the birth of a child upon the exhaustion of maternity leave.
- Bonding leave must be completed within 12 months of the birth of the child and is available upon request by completing a Personal Leave of Absence (PLOA) application on DeltaNet.

8. PERSONAL LEAVES OF ABSENCE (PLOA):

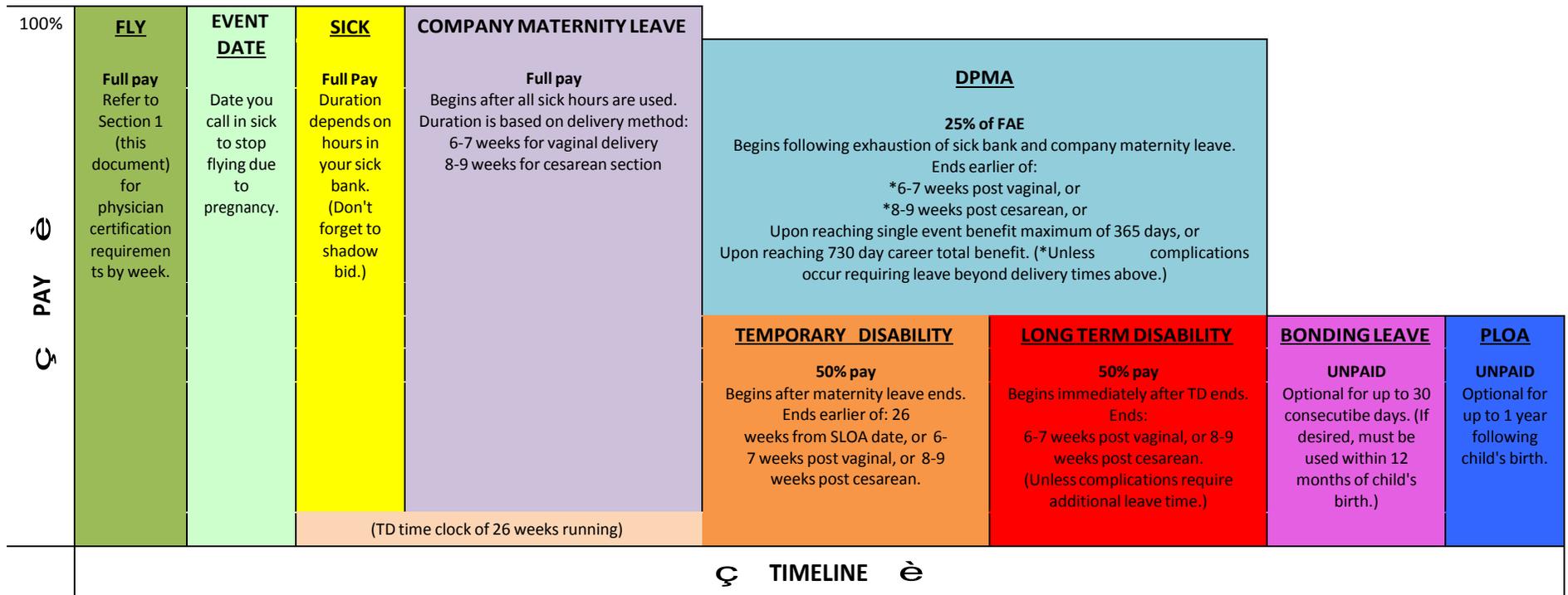
At the conclusion of maternity and bonding leave, you will be eligible for up to one year of unpaid personal leave starting from the date of delivery should you desire additional time off to bond or breastfeed. The process to apply for a

Personal Leave of Absence (PLOA) after maternity and bonding leave is the same as for a regular PLOA. The PLOA Request Letter form is available on DeltaNet and should be submitted no later than 30 days prior to the desired start date of your personal leave.

9. DELTA PILOTS MUTUAL AID (DPMA):

DPMA benefits supplement Delta disability during your pregnancy with the exception of the period during which you receive company paid maternity benefits (6 or 7 weeks for a vaginal birth or 8 or 9 weeks for a cesarean). In most cases, DPMA benefits commence once you transition to SLOA status and have also exhausted your maternity benefit from the company. When circumstances require bed rest and/or restrict flight status, disability and DPMA benefits can begin earlier in your pregnancy. The benefit amount is set by the DPMA Board of Trustees and governed by the DPMA Plan. Benefits will continue until six (6) or eight (8) weeks post delivery, or under unusual circumstances resulting from complications, you reach either the single event benefit maximum of 365 days or 730-day career total DPMA benefit, reach the FAA mandatory retirement age for commercial pilots, retire, resign, or are terminated.

The Big Picture:



SECTION II

SICK LEAVE

The Delta Sick Leave year runs June 1 to May 31. If you are out sick or on SLOA you will not receive your new allotment of sick leave on June 1st. Your annual sick bank allotment will be credited when you return to the active payroll and complete all required training to return to flight duty, including OE, if necessary.

1. Sick Bank

Sick Banks are debited in the following manner:

- **Unanticipated Sick Leave:** You call in sick and drop a trip, day(s) of reserve or training during the month or after bidding closes for the following month.
 - Regular Line Pilot - value of rotation dropped.
 - Reserve Pilot - a pro rata share of the reserve guarantee for the on-call day(s) lost.
- **Known Sick Leave:** When a pilot notifies crew scheduling of a known sick leave or known maternity leave, a sick leave shadow period is applied to the pilot's line of time for the period of such known sick leave. During the known sick period, the pilot will be awarded trips or a reserve line for pay purposes only.

2. Benefits

During sick leave you will continue to receive the same benefits that you received while on active flying status. **One exception is that** usually pilots on sick leave are not eligible to use their pass travel or jump seat privileges. However, Pilot Assist is very accommodating for pregnant pilot requests to pass travel during sick leave. Call your chief pilot or Pilot Assist for normal S3 travel approval (jumpseat privileges are suspended). The pilot's eligible pass riders may continue to use their pass travel privileges as normal.

SECTION III

TEMPORARY DISABILITY (TD)

The TD clock begins on your event date, and continues for a maximum of 26 weeks. However, TD benefit payments will only commence once you have exhausted your sick leave and maternity benefit. Delta pays TD benefits from Delta's Disability and Survivorship (D&S) Plan, which is administered by Harvey Watt and Co.

1. Filing for Temporary Disability Benefits

In order to receive your TD benefits from Delta, you must file and be approved for benefits via Harvey Watt. Disability Claim Forms can be found in the Delta Pilot Disability Guide or on the Flight Operations website for download. [Pilot Disability Guide](#)

Ideally, TD claims should be submitted at least three (3) weeks prior to exhausting your sick leave to avoid a delay in payments. In addition, your application for disability must be approved within 30-days of your SLOA date to avoid negative consequences including the possible loss of your medical insurance.

2. TD Benefit

TD benefits are calculated at 50% of your monthly final average earnings (FAE). Your monthly FAE is calculated as the average of the highest 12 consecutive months out of the previous 36 months of active status. TD is paid on the 15th & 30th/31st of each month and covers the preceding two weeks. In addition, there is a seven (7) day waiting period to receive benefits if no sick leave is available.

3. Offsets

Your TD benefit will be offset by any Workers Comp or State Disability (SDI) benefits you are eligible to receive, or retirement benefits you actually receive.

A. **State Disability Insurance Benefits:** Currently, only Delta pilots **based** in New York and California are affected by SDI.

- Pilots **based** in New York: Contact MetLife at 866-729-9199 to initiate your state disability claim.
- Pilots **based** in California: Contact EDD at 800-480-3287 (<http://www.edd.ca.gov/disability/>) to initiate your state disability claim.

Reference the Delta Pilot Disability Guide, or contact Pilot Assist for further information regarding state sponsored benefits.

B. **Retirement Benefit Offset:** Benefits paid by the NWA Pension Plan, the NWA Excess Plan, or the PBGC will offset your Delta disability benefit. Pre-Merger NWA pilots should also reference the Delta Pilot Disability Benefits Handbook for other retirement-based offsets.

4. Deductions

The only deductions allowed from your disability check are:

- Federal and state taxes;
- Healthcare premiums and Flexible Spending Account/Healthcare Savings Account contributions;
- Delta Pilot Savings Plan (DPSP) contributions; and
- Optional insurance products.

ALPA dues and DPMA dues are not assessed and not deducted from your disability benefits.

If your disability payment covers your Delta healthcare and insurance premiums, then they will be deducted from that payment. Otherwise, you will receive an invoice (“Direct Bill”) from the Employee Service Center (ESC) and you should mail your payment to the address provided on the invoice.

5. Taxes

TD is taxable income; therefore, FICA will automatically be deducted for a maximum of six (6) months from your event date if your FICA maximum has not already been met. In addition, state and federal taxes are deducted according to your current W-4 withholding instructions. A separate IRS W-2 form for TD/LTD benefits will be issued in addition to your W-2 for Flight Pay. For more information, contact the ESC.

SECTION IV

LONG TERM DISABILITY (LTD)

LTD benefits begin when TD benefits end. Pilots on maternity leave may receive benefits under Delta's LTD plan until they reach six weeks post delivery for a vaginal birth or eight weeks post delivery for a cesarean section, return to work, reach the FAA mandatory retirement age, resign or are terminated from Delta. If complications from the pregnancy and/or birth arise that prevent you from returning to work in the timeframe outlined above, you must notify Harvey Watt for approval of continuation of LTD benefits beyond the typical six to eight weeks.

Exception: Lifetime benefits are limited to 54-months for disabilities as a result of substance abuse or psychiatric causes. See PWA, Section 26 for more detailed information.

1. LTD Benefit

LTD benefits are calculated at 50% of your monthly final average earnings (FAE). Your monthly FAE is calculated as the average of the highest 12 consecutive months out of the previous 36 months of active status. LTD is paid on the 30th/31st of each month and covers the preceding month

2. Offsets

LTD benefits are offset by payments under certain other benefit programs. Additionally, LTD benefits are offset by a portion of the income you earn from employment outside of Delta. See the Disability Benefits Handbook, page 22 and the PWA, Section 26 for specific details.

The following four (4) types of offsets may apply:

- Offset for Earned Income;
- Offset for Retirement Benefits (PBGC payments, DPSP or some DC plan withdrawals);
- Offset for Workers' Compensation; or
- Offset for State Disability Income Benefits (currently only applies to pilots **based** in CA and NY).

3. Deductions

Same as TD (See Section III).

4. Taxes

LTD is reportable to the IRS for federal and state tax purposes and is subject to Federal Income Tax withholding (FITW); however, it is not subject to FICA (Social Security and Medicare).

5. Insurance

Benefits continue the same as TD and should continue to be automatically deducted.

6. Retirement Benefits

Delta's contributions to the DPSP are determined in a similar fashion to the calculations for TD; however, there is a reduction to the company contribution if the offset for earned income applies.

7. Full Service Bank

Be aware that if you have a negative balance in your full service bank, the amount will be deducted from your last active paycheck. Contact Flight Pay to verify your last paycheck amount and the ESC if you need to make alternative arrangements for your premium payments.

8. Insurance

Your medical, dental and other insurance benefits will continue as per your elections. No matter what medical or dental option you are enrolled in, you must continue to pay the health care and dental premiums that you paid as an active employee. For policy questions, call the ESC, ALPA R&I, or Pilot Assist.

Please review your paystubs. Errors can occur during the transition to/from SLOA status. You are not required to pay COBRA during disability leave, only your current elected healthcare premiums. (Keep in mind that you WILL be responsible for COBRA payments after your long-term disability benefits end if you elect to take the optional one year unpaid personal leave of absence. Refer to Section V, this document.) Contact the ESC if you have any questions or need assistance.

SECTION V

PERSONAL LEAVE OF ABSENCE (PLOA)

If you desire additional time off following your maternity leave to breastfeed or bond with your newborn, you may submit a request via the standard Personal Leave of Absence (PLOA) application process.

- Your PLOA start date will be the first day after your TD and/or LTD benefits end and can extend for as long as one year from your date of delivery.

Note: An extension of an already approved PLOA beyond one year from the date of delivery may be accommodated provided there is a substantiated medical need related to the health of the child. Contact Pilot Leaves.

- No later than 30 days prior to your desired PLOA start date, complete your request by submitting the PLOA application letter found on DeltaNet to Pilot Leaves via email at PltLeaves.FlightOps@delta.com or fax: 404-677-3018.
- You will be notified via U.S. Mail at your address on file in DBMS of your PLOA approval.
- If you initially apply for a PLOA shorter than the one year maximum from the birthdate of your child and later desire more time, you must submit an extension request to Pilot Leaves no later than 60 days from the expiration of your current PLOA.
- Conversely, an early return from PLOA is possible should you so desire. An Early Return Request must be submitted to Pilot Leaves a minimum of 30 days in advance of your desired return to work date.
- PLOA benefits following maternity leave will be the same as a standard PLOA, except that your pass travel benefits will remain the same as an active employee.
- During your unpaid PLOA, you WILL be responsible for paying the COBRA insurance premiums for the duration of your PLOA if you choose to continue your medical, dental, and vision coverage. Contact the ESC for more information and to arrange COBRA payments. (To avoid these higher costs, consider using your spouse's medical benefits.)
- While on PLOA, you are ineligible for dependent daycare flexible spending account payments.
- At least 30 days prior to the expiration of your PLOA, you must contact Pilot Crew Resources (1-800-852-7817) to discuss training and future aircraft category assignment for return to work. Be sure to keep AE bids current during your leave.

SECTION VI

DELTA PILOTS MUTUAL AID (DPMA)

DPMA disability benefits commence once you reach your SLOA date and have exhausted your sick bank and company paid maternity benefits. DPMA benefits terminate the earlier of:

- Six weeks post delivery for a vaginal birth or eight weeks post delivery for a cesarean;
 - Note: Should complications occur that require you to remain on leave beyond the time above, DPMA benefits will continue until your medical release for flight duty.
- You reach the DPMA disability single event benefit maximum of 365 days or maximum lifetime DPMA benefit of 730 days; or
- You reach the FAA mandatory retirement age for commercial pilots, retire, resign or are terminated from Delta.

You can receive DPMA benefits any number of times as long as your total career benefit does not exceed 730 days. If, after receiving DPMA benefits on maternity leave and returning to active flight duty, you subsequently become disabled:

- A. For a different ICD-10 code, you are eligible for DPMA benefits up to an additional 365 days for this separate disability not to exceed the 730-day lifetime maximum.
- B. For another pregnancy and you have returned to work for:
 - **Less than two (2) years:** Your additional pregnancy will be considered one continuous disability. You will be eligible for any remaining DPMA disability benefits up to the maximum of 365 days for the original disability. If you already received 365 days of DPMA benefits for that maternity period, no further DPMA benefits would be available for this additional pregnancy.
 - **More than two (2) years:** If you have been on active status for two continuous years since your previous pregnancy and become pregnant again, this pregnancy will be considered a separate disability. You are again eligible for another 365 days of benefits, not to exceed the 730- days maximum lifetime benefit.

1. Disability Claim Form (DCF)

You are required to provide DPMA with evidence of your pregnancy on a DPMA DCF until your benefits expire or you return to work. The DCF is available for download on the DPMA website in an interactive pdf format.

Your claim for benefits will be valid through the date indicated by your physician or as follows:

- If you are disabled past the date indicated by your physician on the last DCF submitted or complications arise that prevent you from returning to work by six weeks post delivery for a vaginal birth or eight weeks post delivery for a cesarean, you are required to submit an additional DCF in order to continue your DPMA benefits.

2. DPMA Benefit Payments

DPMA benefits are paid on the 18th of the month for the prior month's disability. Your DPMA benefit payment can be deposited directly into the financial institution of your choice or a check can be mailed to your address of record.

Example: If your SLOA date is May 10th, your DCF is due to the DPMA office by the end of May. Upon approval, DPMA benefits would be paid on June 18th for the period of May 10th through May 31st.

The DPMA benefit is currently calculated as: FAE x 25%.

DPMA benefits are not taxable and DPMA dues are not tax-deductible. As a Voluntary Employee Beneficiary Association (VEBA) under Internal Revenue Code Section 501(c)(9), DPMA does not issue an IRS W-2 or 1099 for disability benefit payments. FAE data is provided by Delta and is also used by Delta to compute your TD and LTD benefits.

3. Subrogation

DPMA includes a provision for subrogation. Subrogation means that you are obligated to reimburse DPMA for benefits paid to you to the extent that you collect damages or benefits from a third party. However, whenever payments you receive are recovered by DPMA under this clause, DPMA will restore your benefits based on the gross amount of the recovery.

4. Survivor Benefit

DPMA provides a \$25,000 survivor benefit payable to the member's beneficiary in the event of death. The benefit is normally paid as soon as possible after notification of a pilot passing. Beneficiary information can be updated on a downloadable Beneficiary Form located on the DPMA website. www.dpma.org

SECTION VII

OTHER BENEFITS

1. Vacation

Normally, previously awarded vacation weeks will not be moved out of your sick leave period. Per the PWA, a pilot who is incapacitated, immobile and confined to a hospital or his home immediately prior to or while on vacation may be placed on sick leave in lieu of vacation provided he submits a written request to the Senior Vice President - Flight Operations, and a doctor's certificate supporting such incapacitation, immobilization and confinement.

A pilot who is placed on sick leave in lieu of all or a portion of a vacation period may re-bid such vacation period, or portion thereof, through the vacation move-up process. For more detailed information, see the PWA, Section 14.

Once you begin disability, you can no longer take vacation. Your vacation hours will remain in the bank until you return to active status. Once on active status, you can rebid and use any remaining vacations. If you are on TD or LTD at the end of March, and have any unused vacation bank, the remaining balance will be paid on April 15th.

2. Pass and Jump Seat Travel

- **Pass Travel:** While on sick leave a pilot is ineligible for Pass Travel. However, Pilot Assist or the Chief Pilot Office is very accommodating of pregnant pilots' requests for pass travel. Contact them for approval if you wish to travel during your pregnancy. Once you are approved for TD, you are eligible for active employee pass travel privileges. After you transition to LTD, your travel privilege is determined by your age and years of service. All travel while out on maternity and during your corresponding PLOA is S3 priority. (Contact Pilot Leaves to correct your travel privileges to S3 if that option is not available to you in TravelNet upon being placed on maternity leave.) Other people listed under your PPR are still eligible for unrestricted pass travel.
- **Jump Seat Travel:** While on disability a pilot is ineligible for jump seat privileges. Contact Pilot Assist or Chief Pilot Office for further information.

3. Benefits Open Enrollment

If your status changes after the annual open enrollment/confirmation period for benefit elections (your sick leave ends and you move from active to inactive status (SLOA) after open enrollment ends) **and** prior to the beginning of the next calendar year:

- Your active election is voided and an inactive package should be mailed to you by the ESC.
- You should receive new medical insurance enrollment information (contact the ESC if none is received) in which to make your elections for the following year. The new package will also specify a date on which your elections become effective in the next

calendar year. In most cases, unless options in which you are enrolled are changed, you continue with your current year elections until the new effective date. To obtain the most current status of coverage during this time, call the ESC for all enrollment and eligibility confirmations.

4. Addition of Baby to Benefits – Life Changes Event Forms/Family Change Status

Shortly after the birth of your child notify the Delta Employee Service Center (ESC) of your Qualified Life Event (new dependent). There are two means of doing this:

1. Online via Benefits Direct, or
2. Submitting a Family Change Status form by mail or fax.

There is a mandatory 60-day window to submit this information. **Don't wait** for your child's birth certificate and social security number - submit the form without them. This is essential for processing your baby's medical claims and your baby's pass benefits. Contact the ESC (800.MY.DELTA) with any questions.

5. Notify Harvey Watt and DPMA

Don't forget to notify both Harvey Watt and DPMA if the delivery to ensure you will not be overpaid.

6. Flexible Spending Account (FSA)

If you are participating in the Healthcare FSA and/or Dependent Care FSA when your status changes to SLOA and you begin receiving disability benefits, you will be given a benefit enrollment opportunity to continue to have pre-tax contributions to your Healthcare FSA and/or Dependent Care FSA deducted from your disability pay. If you had an FSA account in effect at that time of your disability, you can submit claims for eligible expenses incurred **before** the date you transitioned to TD. If you do not expend all of your FSA funds prior to TD and you do not return to the payroll prior to the year ending, you will lose the remainder of the funds in your FSA. Contact the ESC for more information.

7. Retirement Benefits

Delta retirement benefits are contributed through the Delta Pilots Savings Plan (DPSP). Additionally, former NWA pilots may be covered under one or more of the following plans depending on date of hire: NWA Pension Plan for Pilots; NWA Excess Plan; or the NWA Money Purchase Plan for Pilots (MP3). (Former NWA Pilots see PWA, Section 26 for specifics.) The Delta MEC Retirement & Insurance Handbook has a synopsis of these benefits for former NWA pilots.

Delta Pilots Savings Plan (DPSP)

Delta contributions to the DPSP continue normally based on twice the amount of your disability benefit. Pilots are allowed to contribute to their DPSP with deductions from their disability pay. However, you must proactively restart your contributions with Fidelity. <https://login.fidelity.com>.

8. Delta Basic Life Insurance

All Delta pilots have an insurance policy provided by Delta per the PWA valued at a minimum of \$500,000, or 2,500 times the highest paying 12-year captain hourly rate outlined in the PWA in effect on January 1st of each year. See PWA, Sections 3 and 25 for specifics.

9. Airline Pilots Association (ALPA)

A. Dues

After 30 continuous calendar days sick or disabled, an ALPA member may request to be transferred to “active sick” status. While on “active sick” status, ALPA members may not vote and dues are deferred; however, deferred dues are payable when you return to work. Once your sick leave is exhausted and your status changes to SLOA, you will not be assessed ALPA dues. Contact ALPA member services for more information. <https://dal.alpa.org>

B. Loss of License Coverage

If you have ALPA’s Loss of License coverage or the ALPA/IFALPA lump sum Loss of License coverage, you need to complete a Preliminary Notice of Claim that can be obtained from ALPA membership services. You must submit this claim within ninety (90) days from the date of your disability. Contact ALPA directly at: <https://dal.alpa.org/>

10. Available Prenatal Programs

Delta’s Life Transitions Program (800-980-6938) is designed to assist with the transition of a new addition to your family. Some benefits are a baby kit, nurse line, financial advice, help finding child care in your area, and more.

UHC’s Maternity Support applies to participants enrolled in any of the Delta healthcare plans with no mandatory notification or enrollment requirement. Educational information, advice and comprehensive case management is provided by Delta Health Direct nurses specializing in maternity support. They will assign a dedicated obstetrics (OB) nurse to assist your pregnancy. The OB nurse will provide clinical and practical advice and answer any questions you may have throughout your pregnancy.

To take full advantage of this support, you are encouraged to engage with a Delta Health Direct nurse within the first trimester of pregnancy. There is no cost to work with a Delta Health Direct Nurse specializing in maternity support. Some of these services include:

- Toll-free information lines staffed by experienced OB nurses (877-912-1820);
- First and second trimester risk screenings;

- Identification and management of at-risk or high-risk conditions that may affect pregnancy;
- Coordination with and referrals to other benefits and programs available under the medical plan;
- Support after your baby is born; and
- Screening for post-partum depression

SECTION VIII

RETURN TO WORK

When you are ready to return to work, you should notify Crew Resources a minimum of 30 days prior to your anticipated return to activate status date. Be aware that this process can occur very quickly, and that you may be assigned training within a few days of return to active status.

In addition to your Aeromedical Examiner (AME), there are two additional sources to help you with your return to work:

- **Aviation Medical Advisory Service (AMAS)** can be very helpful. It is one of your ALPA benefits. If you have any medical difficulty that could affect your medical certificate or return to work following maternity leave, call them. If you have an emergency, a doctor will talk to you that day; if not, an ALPA Aeromedical Technician will call you back as soon as possible.
<https://www.aviationmedicine.com>
- **Dr. Tom Faulkner, Medical Direction, LLC**, is Delta Air Lines' Director-Health Services (DHS) and is available to assist you in your maternity leave and return to work process. If you have been absent from work for more than four months, you will be required to undergo a Section 15 review with Dr. Faulkner in order to return to work (Refer to the PWA for details). **DHS medical discussions with you are confidential.** <http://www.drtofaulknerame.com/>
- **DPMA Trustee/CCS** If you would like information on breastfeeding and flying, please contact your DPMA Trustee/CCS for detailed information.

1. **Other Considerations**

- **Vacation:** In a month that you have scheduled vacation, the vacation will remain unless there is a training conflict. Before February 1st, you must take any unused vacation by the end of the vacation year. After February 1st but before March 31st, you may take the vacation, to the extent possible, prior to March 31st or, be paid your vacation on April 15th.

When vacation bidding next year, your accrued vacation will be proportionately reduced for the time of a leave of absence other than known personal leave or furlough in excess 30-days. If you return after next year's vacation bids are closed, you will be assigned an available week if you have any vacation accrued. See PWA, Section 7 for detailed vacation bidding information.

- **Sick Leave:** After returning from disability status, you will have **no sick leave** until you fulfill the requirements set forth in the PWA, Section 14. Your sick leave balance will not recharge until you have completed all required training, including OE. Additionally, if you've used all of your sick leave for the present sick leave year, your sick bank won't be reset until June 1st when the new sick leave year begins. Trips and training dropped due to sick during this period will be accommodated by TD benefits. Contact Harvey Watt for instructions. Remember, no TD benefits are paid

for the first seven (7) days of TD. When you return to work, the PWA allows you to debit up to 50 hours of sick leave from your following sick year bank, and move it into the current sick year. See PWA, Section 14 for more information.

- **Quarterly CQ Training/ iCrew:** While on disability, it is recommended that you login to iCrew on a regular basis in order to keep your login alive. In addition, when you return from disability, you will need to complete the four (4) most recent Quarterly CQ training events. Contact Pilot Assist or the Chief Pilot Office to obtain CQ discs while on disability.
- **Crew Scheduling and Crew Resources:** Section 13 of the PWA discusses the process for communicating to crew resources which category you will be eligible to return to after your disability.

You must be an active pilot to bid for your flying schedule. Bidding closes on the 11th of each month. Until you become requalified and current on your aircraft, your status will be Not Qualified (NQAT). See PWA, Section 14.

- **Open Enrollment:** If you accomplished your Benefits Open Enrollment while disabled, you should be offered an Open Enrollment opportunity to change some benefits elections or add a dependent as an active employee. Contact Pilot Assist or ESC for additional information.

SECTION IX

REFERENCE DOCUMENTS

Delta Pilot Disability Guide: This guide contains basic disability information. The Appendix contains the forms required to apply for and continue receiving Delta's disability benefits. It is published by Delta and is available for download on DeltaNet. <http://dlnet.delta.com/>

Pilot Disability Handbook: This handbook has more detailed disability information. It is published by Delta and is available on DeltaNet. <http://dlnet.delta.com/>

Pilot Working Agreement (PWA): The PWA is periodically updated with the latest information regarding implementation of MOU's and LOA's. It can be found on the Flight Operations website and the DALPA website. <http://dlnet.delta.com/> or <https://dal.alpa.org>

Disability and Survivorship Plan (D&S Plan): The D&S Plan is the source document for Delta pilot disability benefits as amended by the PWA. A summary of the D&S Trust Plan language is contained in the PWA, Section 26. The complete D&S Plan document can be found on the Delta MEC R&I webpage. <https://dal.alpa.org/>

ALPA R&I Disability Benefits Handbook: The R&I handbook is published and maintained by ALPA and contains useful information regarding pilot disabilities. It is available on the DALPA website for download. <https://dal.alpa.org/>

DPMA Plan Document: This is the governing document for DPMA. It covers the organization, process and procedures associated with the programs. The document is maintained by DPMA, and is available on the DPMA website. www.dpma.org.

SECTION X

GLOSSARY OF TERMS

Client Care Specialist (CCS): The CCS team is a group of volunteer pilots who assist their fellow pilots while on disability. They are subject matter experts in the area of disability. DPMA will assign a CCS to each pilot for the duration of their disability.

Employee Service Center (ESC): The organization contracted by Delta to provide administrative assistance to all Delta employees. The ESC can handle most benefit and pay questions.

Event Date: The first date that you are medically unable to work. The 26-weeks of Temporary Disability (TD) and its seven-day waiting period starts on this date. The complete definition from the D&S plan is stated in the Delta Pilots Disability Benefits Handbook.

Final Average Earnings (FAE): The average of the highest 12 consecutive months of earnings out of the previous 36 months of active payroll status. (FAE is the combination of flight pay, flight advance, Shared Rewards, and profit sharing.) The computation is used to determine your TD and LTD benefit payments and your DPMA benefit payment. You may request a copy of the calculation from Flight Pay.

Harvey Watt and Company: The third-party vendor contracted by Delta to administer TD and LTD benefits for pilots. Claim forms validating a disability must be filed in order to receive benefits.

Long Term Disability (LTD): LTD is the status of a pilot which begins after the 26th week after the event date. The LTD benefit is 50% of the pilot's FAE. LTD benefits extend until the pilot reaches FAA mandatory retirement age, retires, resigns, is terminated or returns to work.

Pilot Assist: A call center supplementing the Chief Pilot Offices which specializes in all administrative issues for pilots. They are a great resource for the disabled pilot for any non-operational issues, such as pass travel, while on disability.

Short Term Disability (STD): Time period from your event date until LTD begins at 26 weeks from the event date. STD runs concurrently to sick time.

Sick Leave of Absence (SLOA): The status code of an "inactive" pilot once sick leave has been exhausted. A pilot will be on SLOA status while receiving TD and LTD benefits.

Voluntary Employee Beneficiary Association (VEBA): VEBA is the IRS term for any organization given a nonprofit status under IRS code 501(c)(9). DPMA is currently chartered as a VEBA. This allows DPMA to deliver disability benefits to the membership tax free.

ADDRESS/PHONE DIRECTORY

Organization	Contact	Phone/Fax	Email
Delta Pilots Mutual Aid			
	PO Box 20883 Atlanta, GA 30320	(888) 325-3762 (404) 559-9421	
www.DPMA.org		(404) 559-9817(fax)	
	Kathi Nutting Executive Director	Ext. 3	KNutting@DPMA.org
	Zsaneta Grinnage Benefits Manager	Ext. 1	Claims@DPMA.org
	Terri Neundorfer Business Administration Manager	Ext. 2	TNeundorfer@DPMA.org
	Michele Seymour Executive Administrator		MSeymour@DPMA.org
Delta Air Lines			
	PO Box 20706 Atlanta, GA 30320-6001		
Pilot Assist Center	Dept. 026	(877) DAL-2Fly (404) 773-2267 (fax)	PSC.FlightOps@delta.com
	Return to Work	(877) 325-2359	RTW.FlightOps@delta.com
Contract Administration	Dept. 943 Lordes DiPietro Program Manager	(404) 773-2686	Lourdes.Dipietro@delta.com
Crew Scheduling Communication Desk	Dept. 061	(800) DAL-CREW (800) 325-2739 (404) 715-2739	
Employee Service Center (ESC)	Dept. 951 Insurance Premium and/or COBRA Payments	(800) My-Delta (800) 693-3582	
Flight Pay	Dept. 216 Kathy Dixon	(404) 715-8428	Kathy.Dixon@Delta.com
Flight Training	Dept. 024	(800) DAL-CREW (800) 325-2739 (404) 715-2739	
Vacations	Dept. 028 Lynn Ivey, Sr. Analyst	(800) 325-2719 (404) 715-1096	Lynn.Ivey@delta.com
FAA Aeromedical			
	PO Box 26080		Oklahoma City, OK 73126

(405) 954-7675 (Cardiac) (405)
954-4821 (Others)

ADDRESS/PHONE DIRECTORY

Organization	Contact	Phone/Fax	Email
ALPA			
Aviation Medicine Advisory Service (AMAS) (Formerly ALPA Aeromedical)	7000 S. Yosemite St, Suite 110 Centennial, CO 80112	(866) 237-6633	
		(720) 343-2865 (fax)	
www.aviationmedicine.com			
ALPA Benefits	Delta MEC 100 Hartfield Centre Pkwy Ste 800 Atlanta, GA 30354 Karen L. Browne-Fleck, CEBS, Phr	(800) USA-ALPA (404) 763-4925	
	Sr. MEC Benefits Specialist		Karen.Browne@ALPA.org
ALPA National Member Services	PO Box 1169 Herndon, VA 20172-1169	(888) 359-2572 (703) 689-4159	
	John Paul Gilson	Ext. 4283	John-Paul.Gilson@ALPA.org
Financial Institution Numbers			
Delta Community Credit Union (DCCU)	Payroll Credit Services, Dept. 930 PO Box 20541 Atlanta, GA 30320-6001	(800) 544-3328 (404) 715-7425	
www.deltacommunitycu.com			
Fidelity		(800) 554-0262	
www.netbenefits.com			
Wings Credit Union		(800) 692-2274 (952) 997-8000	
www.wingsfinancial.com			
Insurance Numbers			
Insurance Premiums Optional Coverage Waiver			
	Aetna Life Insurance	(888) 844-1819, Option 2	
	Aetna Long-Term Care Insurance	(800) 537-8521	
	CAN Accident Insurance	(800) 850-9146	
Third-Party Administrators			
Harvey Watt & Co, Inc. (Delta's TD/LTD Administrator)	Delta Disability Claims PO Box 20787 Atlanta, GA 30320	(800) 241-6103 (404) 767-7501	
www.harveywatt.com			
	Keila Culbreath	Ex.t 228	Kculbreath@harveywatt.com
	Karen Bradford	Ext. 237	Kbradford@harveywatt.com
	Cecily Hart	Ext. 247	Chart@harveywatt.com
Director - Health Services (DHS)	Dr. Tom Faulkner, MD, MHA	(877) 325-2623 (404) 862-8541 (678) 228-1817 (fax)	medicaldirection@bellsouth.net

www.drtofauknerame.com

Top-up Administrator (Conduent)

(800) My-Delta

Sheilia.Moffett@conduent.com
Paula.Reese@conduent.com