

Changes to form WH-385, Military Caregiver Leave

General

1. Added color to WHD logo and section headers
2. Added opening information with references to the statute, regulations, and WHD FMLA website
3. Reorganized order of information requested and instructions provided
4. Added line for employee's name to every page
5. Changed questions to statements to be confirmed by checking a box
6. Aligned text and checkboxes
7. Shortened section titles
8. Added date formatting prompts
9. Renumbered items
10. Removed excess blank lines
11. Bolded selected text for emphasis
12. Rephrasing for plain language, and changes to language to be consistent form to form

Section I: Employer

13. Created new section for employer information
14. Added instruction that either the employer or employee may complete the section
15. Added information about Invitational Travel Orders/Authorizations (ITOs, ITAs)
16. Added information about administrative delays to providing the certification
17. Added date line and return by date
18. Added at least 15 calendar days instruction to due date request

Section II: Employee and/or Current Servicemember

Section II, Part A: Employee Information

19. Added checkbox options for family relationship
20. Added definitions of spouse, *in loco parentis*, and next of kin

Section II, Part B: Servicemember Information and Care to be Provided to the Servicemember

21. Added checkbox options for the care the employee will provide to the family member
22. Added option for reduced work schedule information

Section III: Health Care Provider

Section III, Part A: Health Care Provider Information

23. Added instruction to print the health care provider's name
24. Added check boxes to identify type of health care provider

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Section III, Part B: Medical Information

- 25. Added line for patient's name
- 26. Added checkbox options for injury or illness

Section III, Part C: Amount of Leave Needed

- 27. Changed format, need for care for a continuous period of time
- 28. Changed format, duration of planned treatment and recovery
- 29. Changed format, need for care on an intermittent basis