### Unpaid Block or extended leave
- **Unpaid leave** is recorded as a leave of absence in UCPath.
- Time is tracked in CalTime but not sent to UCPath.
- Employees pay is reduced in the current month in which the leave was recorded.

**Note:** If you miss the deadline to record the leave of absence, this is considered an overpayment and you will need to work with UCPath to reduce the employees pay.

### Intermittent leave not FMLA related
- **Do not record any leave** in UCPath.
- Time is tracked in CalTime using leave without pay pay code and CalTime sends hours in following month.
- Employee’s pay is reduced in the following month in which the leave was recorded (i.e. January leave reduces March 1 pay).

### FMLA related Intermittent Leave
- **Intermittent leave** is recorded in UCPath.
- Time is tracked in CalTime using new pay codes:
  - Intermittent FMLA LWOP
  - Intermittent CFRA LWOP
  - Supplemental FML and
- CalTime sends hours in the following month.
- Employees pay is reduced in the following month in which the leave was recorded (i.e. January leave reduces March 1 pay).

**Note:** If you miss the deadline to record the leave of absence, you can record the leave in UCPath and process a historical edit.

### Leave recorded in UCPath?
- Yes
  - Time tracked in CalTime? Yes
  - CalTime sends time to UCPath? No

### Leave recorded in UCPath? No
- Time tracked in CalTime? Yes
- CalTime sends time to UCPath? Yes

### Leave recorded in UCPath? Yes
- Time tracked in CalTime? Yes
- CalTime sends time to UCPath? Yes

### Applicable CalTime Pay codes
- CFRA LWOP
- EFML-LWOP
- FMCFR-LWOP
- FMLA-LWOP
- PDLFM-LWOP
- SUPL-LWOP
- WCCF-LWOP
- WCFM-LWOP

*The pay codes above have been modified in CalTime for tracking purposes only. These pay codes will not send hours to UCPath.

- Leave Without Pay (maps to LNP earn code)
- Leave Without Pay (maps to LNP earn code)
- Intermittent FMLA LWOP (maps to LNP earn code)
- Intermittent CFRA LWOP (maps to LNP earn code)
- Supplemental FML (maps to LNP earn code)

*The pay codes above have been added in CalTime and will send hours to UCPath.