

# Intermittent FMLA (IFM) Reporting/Inquiries

Last Modified on 10/15/2024 8:26 am MDT

Flight Attendants should report their Intermittent FMLA (IFM) recode requests within 24 hours of the start of the missed assignment for each missed duty day date through the appropriate channel.

If you have a 3-day trip Mon-Wed, you must report Monday's date as one hour, Tuesday's date as one hour and Wednesday's date as one hour. Be sure to give Crew Scheduling the minimum notification of your initial missed assignment to avoid late reporting and potentially denied recoding.

Late Sick, Sick in Outstation and No Call No Show may require an explanation to LOA for why you were unable to report your absence through the normal call out procedure. Missing any of these steps may forfeit any protections under FMLA.

If you have questions about missing recodes not observed on your CATS (Flica may not update for closed bid months), please contact [LOA@FLYFRONTIER.COM](mailto:LOA@FLYFRONTIER.COM) for review.

Regrettably, Inflight Dependability has no active step in the LOA application or recode approval process. Please always include your Base, First and Last name and Employee number in the subject line of your request.

Sending questions to Inflight Dependability, unfortunately, will not be able to be addressed as LOA makes the determination on what is and what is not recoded.

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