

Paid Family Leave FAQ

Effective July 1, 2020

Paid Family Leave (PFL) provides eligible state employees with paid leave following the birth or placement of a child for adoption. PFL is intended to help provide parents with the means to spend critical bonding time with their child. PFL does not deplete an employee's accrued sick or vacation leave.

1. Who is eligible for PFL?

All permanent employees who have been employed for at least six continuous months are eligible for PFL as long as a child is born or placed for adoption on or after July 1, 2020.

2. What if I don't have six months of continuous employment when I have a baby/adopt a child? Can I use PFL after I reach six months of employment?

No, you must be eligible for PFL at the time of the birth or placement of the child to receive any PFL.

3. How much paid time off am I given under PFL?

Permanent, full-time employees are eligible for up to 24 hours per week for up to eight weeks (192 hours). A permanent part-time employee will receive prorated hours.

4. Does placement of a foster child qualify for PFL?

No. However, the placement of a foster child is a qualifying event for **Family Medical Leave Act**.

5. My spouse also works for the state. Are we both eligible to take PFL?

Yes, both employees are eligible to take paid family leave. The employees may take PFL at the same time but are not required to do so. For example, one parent may take PFL immediately following the birth or adoption and the other parent may take PFL after his/her spouse returns to work.

6. Am I required to take PFL immediately following the birth or adoption of a child?

No, you may take PFL within one year following the birth or adoption.

7. Is PFL an annual benefit or is it provided for each birth or adoption?

An employee is eligible to take paid family leave per event. For example, an employee who has more than one birth or adoption in a year is eligible for paid family leave for each birth/adoption. However, for the birth or placement of multiples (e.g., twins), the employee will only be eligible for 192 hours of PFL.

8. Must I use the PFL in eight consecutive weeks?

No. The weeks do not have to be consecutive as long as the leave is taken within a year of the birth or adoption. **Any hours of PFL not used during a week the employee takes PFL will be lost.**

9. Can I use paid family leave intermittently?

Yes. As mentioned in the previous question, the weeks do not need to be consecutive but must be taken in full week increments according to the employee's standard work week. **Any hours of PFL not used during a week the employee takes PFL will be lost.**

10. Does PFL count against FMLA hours?

Yes.

11. I have exhausted my FLMA. Am I still able to take PFL?

Yes, if you have exhausted your FMLA and give birth or adopt a child within that 12-month period, you may still take PFL. However, you will not have the job protections that FMLA provides.

12. May I supplement the remaining 16 hours of a work week with sick and/or vacation leave?

Yes, an employee may supplement the remaining hours with sick and/or vacation leave to reach 100% of regular pay. The employee may also supplement with hours worked or leave without pay.

13. How does PFL work with Short Term Disability insurance?

Employees who have Short Term Disability insurance and choose to use those benefits following the birth of a child, must take it concurrently with PFL. PFL will pay first (up to 24 hours/week). The Short-Term Disability insurance will pay the difference between what you are paid under PFL and the maximum you are entitled to receive under the Short-Term Disability policy. The rest of the work week may be supplemented with sick and/or vacation leave, hours worked, or leave without pay.