

<a href="#">Emergency Leaves Website</a>	Emergency Paid Sick Leave Act (E-PSL)	Emergency Family and Medical Leave Expansion Act (E-FMLA)
<b>Duration of Leave</b>	Up to two weeks (up to 80 hours) Pro-rated for part-time employees	Up to 12 weeks of job-protected leave
<b>Eligible Employees</b>	All employees regardless of length of employment <ul style="list-style-type: none"> <li>• Full-time or Part-time</li> <li>• Extra Help, Recurrent, Contract</li> <li>• PSE and WEX</li> </ul>	All employees who are employed by the County for 30 days prior to the commencement of the leave of absence.
<b>Qualifying Reason(s)</b>	Employee is unable to work or telecommute because of one or more of the qualifying reasons related to COVID-19: <ol style="list-style-type: none"> <li>1. Employee is subject to quarantine or isolation order related to COVID-19</li> <li>2. Employee has been advised by a health care provider to self-quarantine related to COVID-19</li> <li>3. Employee is experiencing symptoms of COVID-19 <u>and</u> is seeking a medical diagnosis</li> <li>4. Employee is caring for someone subject to a quarantine or isolation order</li> <li>5. Employee is caring for own child if the child's school or place of care has been closed (or child care provider is unavailable) due to a COVID-19 related reasons</li> <li>6. Employee is experiencing substantially similar conditions as specified by the U.S. Department of Health and Human Services</li> </ol>	Employee is unable to work (or telecommute) due to the care for their child (under the age of 18) if the child's school or place of care has been closed (or child care provider is unavailable) due to a public health emergency.
<b>Healthcare Workers and Emergency Responders</b>	Healthcare Workers and Emergency Responders are only eligible for qualifying reasons 2 and 3.	Healthcare Workers and Emergency Responders are not eligible for E-FMLA.
<b>Payment</b>	For reasons 1, 2, or 3: paid at regular rate of pay, up to \$511 per day, maximum of \$5,110.  For reasons 4, 5, or 6: paid at 2/3 of regular rate of pay, up to \$200 per day, maximum of \$2,000.	The first two weeks of E-FMLA is unpaid and employee may use E-PSL during this time period.  After the first two weeks, an employee may receive up to 10 weeks of pay at 2/3 regular rate of pay, up to \$200 per day, maximum of \$10,000 (\$12,000 when combined with E-PSL).
<b>Time Reporting Codes (TRC)</b>	For reasons 1, 2, or 3: <b>EMPSL</b> For reasons 4, 5, or 6: <b>EMPSF</b> For reasons 2 and 3 only for Healthcare Workers and Emergency Responders: <b>EMPHC</b>	<b>EMFML</b>
<b>Integration of Personal Leave Balances</b>	E-PSL may be fully or partially integrated with personal leave balances to receive up to 100% pay.	E-FMLA may be fully or partially integrated with personal leave balances to receive up to 100% pay.
<b>Intermittent Leave</b>	For reasons 1, 2, 3, 4, and 6: E-PSL may be used on an intermittent basis while telecommuting (not reporting to a worksite). For reason 5: E-PSL may be used on an intermittent basis while reporting to a worksite and/or telecommuting.	An employee may use E-FMLA on an intermittent basis while reporting to a worksite and/or telecommuting.



<b>Process to Apply</b>	<p>Employees may be asked for documentation to support their request for emergency paid sick leave depending on the qualifying reason. Additional information regarding documentation guidelines can be found <a href="#">here</a></p> <p>If an employee qualifies for E-PSL, they may code the appropriate TRC and the employee’s supervisor makes the determination to approve/deny the time coding.</p> <p>Time reporting coding for eligible employees must be completed by 5:00 pm on the last Friday of the pay period.</p>	<p>Employees apply for E-FMLA through MetLife, by calling 1-877-638-8269 or <a href="http://mybenefits.metlife.com">mybenefits.metlife.com</a> to file an E-FMLA claim. The Standard is not responsible for E-FMLA payments.</p> <p>If an employee’s E-FMLA claim is approved by The Standard, the employee may code the appropriate TRC and the employee’s supervisor may approve the time coding.</p> <p>Employees may be asked for documentation to support their request for E-FMLA. Additional information regarding documentation guidelines can be found <a href="#">here</a></p>
<b>Effective Date</b>	April 1, 2020	April 1, 2020
<b>Sunset Date</b>	December 31, 2020	December 31, 2020
<b>Extension</b>	<p>These benefits expired on December 31, 2020, however, on February 9, 2021, the County Board of Supervisors approved the extension of E-PSL benefits through March 31, 2021. E-FMLA benefits have been extended through September 30, 2021, notice will be sent once benefits are discontinued.</p>	