Families First Coronavirus Response Act (FFCRA)

**Flowchart**

**Emergency Paid Sick Leave (EPSL)**

1. **Is the employee able to work?**
   - No, for reasons related to COVID-19
     - **Reason 1** Subject to Federal, State, or local quarantine/isolation order
     - **Reason 2** Advised by healthcare provider to self-quarantine
     - **Reason 3** Experiencing symptoms and seeking medical diagnosis
     - **Reason 4** Caring for an individual subject to Reason 1 or 2
     - **Reason 5** Caring for a child (under age 18) due to school/daycare closure
     - **Reason 6** Experiencing a “substantially-similar” condition” per FFCRA
   - Yes, but may need intermittent leave due to Reason 5 (caring for child due to school/daycare closure)
     - Employee may be eligible for EPSL on an intermittent basis if supervisor and employee agree on a schedule.
   - No, for reasons unrelated to COVID-19
     - Employee may take time off in accordance with NJUHSD leave of absence policies.

2. **Does the employee need time off for one of the 6 COVID related reasons?**
   - Yes, one or more of these apply. The employee qualifies for EPSL. Employee needs to contact HR to get Leave Request Form and plan to obtain documentation.
   - No, none of the above apply.
   - Employee is not eligible for EPSL.

3. For Reasons 1-3 above, EPSL pay is regular rate of pay up to $511 per day for up to 10 days (cap: $5,110 total)
   - For Reasons 4-6 above, EPSL pay is 2/3 regular rate of pay up to $200 per day for up to 10 days (cap: $2,000 total)

**Emergency Family Medical Leave Act (EFMLA)**

1. **Is the employee eligible for paid EFMLA in addition to the 2 weeks of paid EPSL?**
   - Yes
   - Employee qualifies for an additional 10 weeks of paid EFMLA at 2/3 regular rate of pay up to $200 per day (cap: $10,000 total). Employee needs to communicate with HR to extend leave.
   - No
   - Employee is not eligible for EFMLA

2. **Does the employee have children (under age 18) who are unable to attend school/daycare due to COVID-19 related closures AND has been employed at least 30 days?**
   - Yes
   - No