
How to Apply for D.C. Paid Family Leave Benefits

Nikola Nable-Juris
November 2023



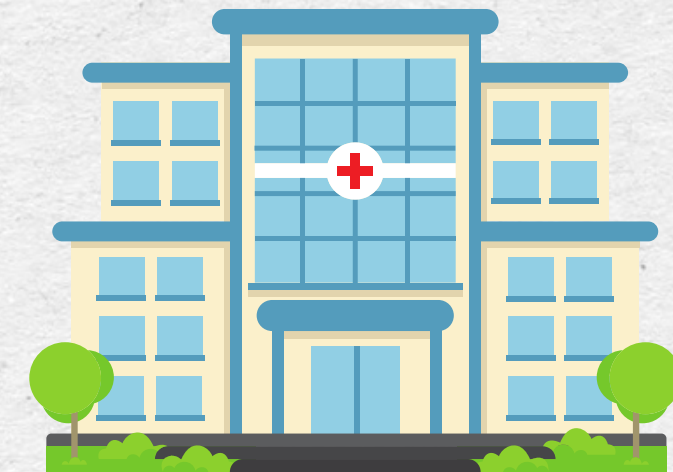
ABOUT FIRST SHIFT

First Shift Justice Project empowers workers in low-wage jobs to exercise their rights related to caregiving and parenting.

We provide free services to workers in the DMV, ranging from one-time consultations to full representation.



The Rights of D.C. Workers



WORKERS NEED BOTH



**JOB-PROTECTED
LEAVE**



**PAID FAMILY
LEAVE BENEFITS**

KEY TAKEAWAYS

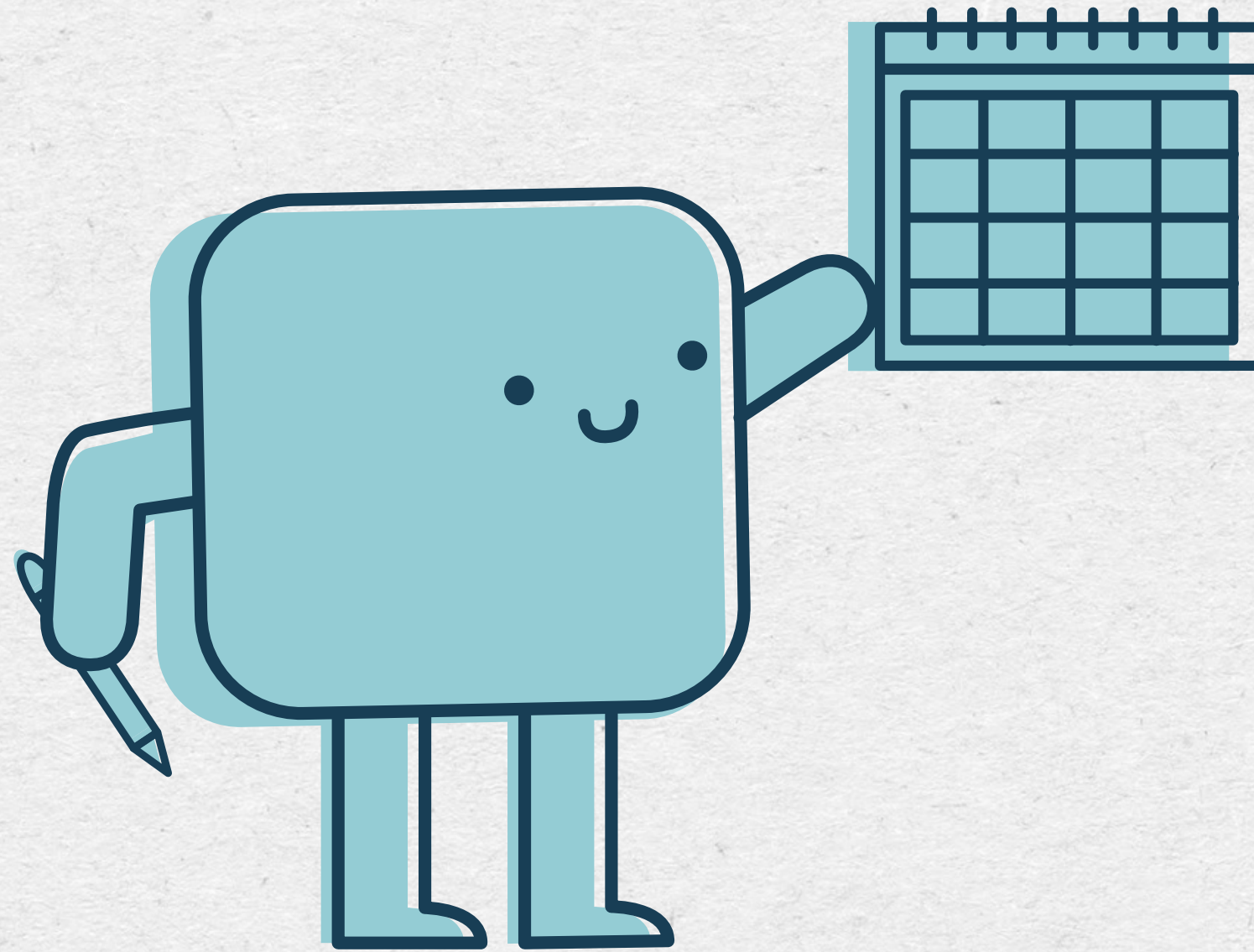


How can I apply for paid family leave benefits when I plan to miss work?



How can I apply for paid family leave benefits in an emergency?

Planned Absence



Planned Absence

Tell Employer



- Tell your employer in advance:
 - 10+ days for benefits, or
 - as soon as possible.

Planned Absence

Tell Employer

Complete Forms



- Tell your employer in advance:
 - 10+ days for benefits, or
 - as soon as possible.

- Ask your medical provider to complete benefits forms.

Planned Absence

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Apply



- Tell your employer in advance:
 - 10+ days for benefits, or
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- Ask your medical provider to complete benefits forms.



- Submit benefits application to D.C. government **AFTER**
 - you have a reason to miss work and
 - approved leave,
- and **BEFORE** expected dates off.



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Miss Work



- Miss work to:
 - recover from a health issue,
 - receive medical treatment,
 - care for an ill family member; or
 - care for a new child.



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Miss Work



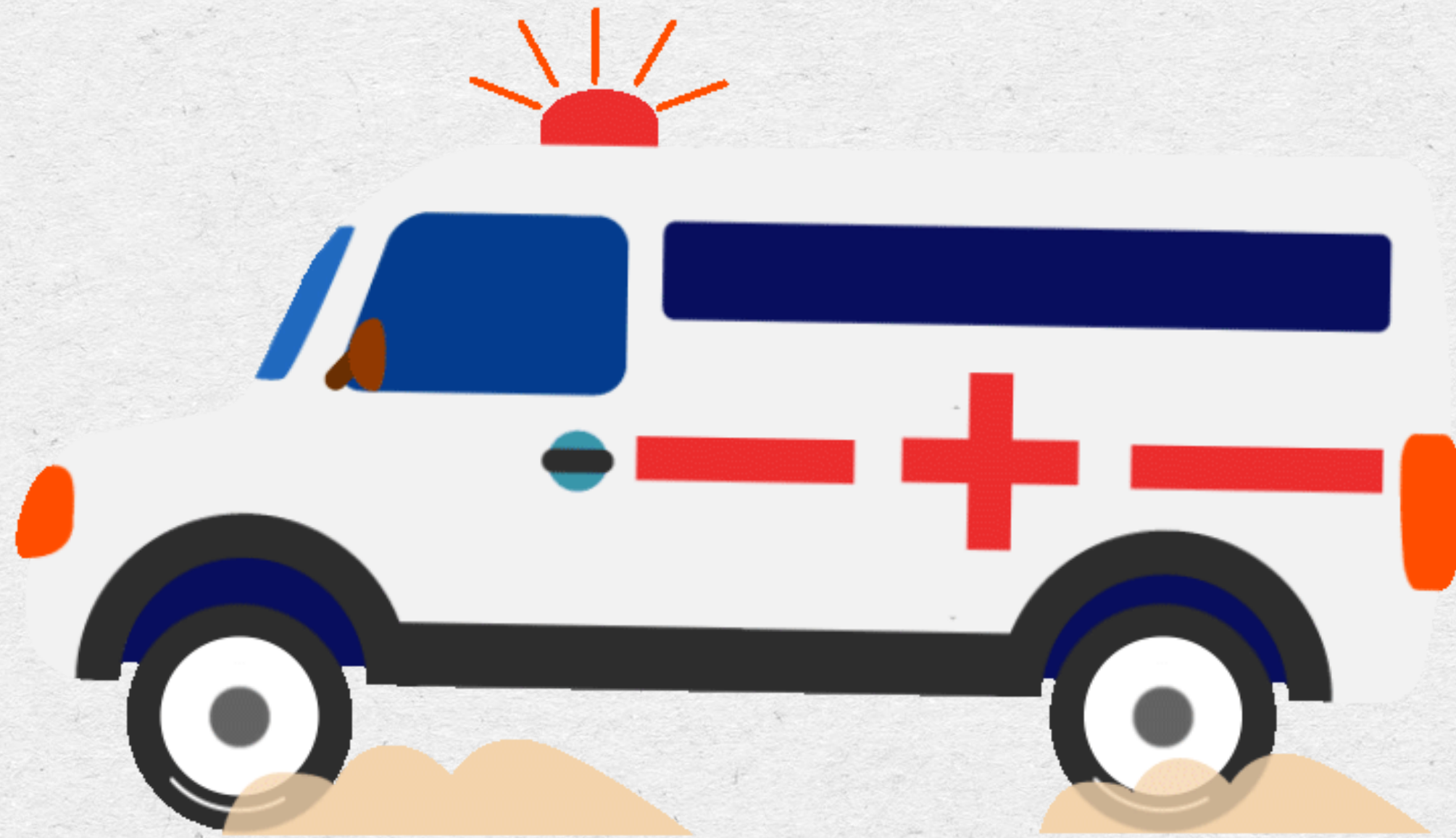
- Miss work to:
 - recover from a health issue,
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 - care for an ill family member; or
 - care for a new child.

Receive Benefits



- Receive benefits about 1-4 weeks after missing work, biweekly payment schedule.

Emergency Situation



Emergency Situation

Miss Work



- Unexpectedly miss work due to a serious injury, illness, or health condition (you own or a family member's).

Emergency Situation

Miss Work

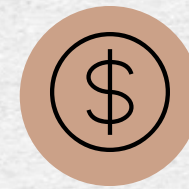
Tell Employer



- Unexpectedly miss work due to a serious injury, illness, or health condition (you own or a family member's).



- Tell your employer as soon as possible.



Emergency Situation

Miss Work

Tell Employer

Complete Forms



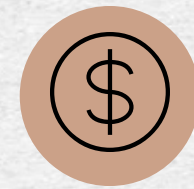
- Unexpectedly miss work due to a serious injury, illness, or health condition (you own or a family member's).



- Tell your employer as soon as possible.



- Have medical provider complete forms as soon as possible for benefits.



Emergency Situation

Miss Work

Tell Employer

Complete Forms

Apply



- Unexpectedly miss work due to a serious injury, illness, or health condition (you own or a family member's).



- Tell your employer as soon as possible.



- Have medical provider complete forms as soon as possible for benefits.



- Submit benefits application as soon as possible to the D.C. government.



Emergency Situation

Miss Work

Tell Employer

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Receive Benefits



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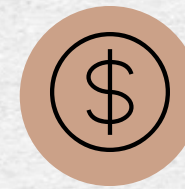
- Tell your employer as soon as possible.



- Have medical provider complete forms as soon as possible for benefits.



- Submit benefits application as soon as possible to the D.C. government.



- Receive benefits about 2-4 weeks after applying, biweekly payment schedule.

WORKERS NEED BOTH



**JOB
PROTECTION**



**PAID FAMILY
LEAVE BENEFITS**

QUESTIONS?

CONTACT FIRST SHIFT!

Email: intake@firstshift.org

(202) 644-9043

www.firstshift.org/get-legal-help



FIRSTSHIFT

JUSTICE PROJECT
