



Helping working families make it work.

Paid Leave Under the Families First Coronavirus Response Act

Effective April 1, 2020 through December 31, 2020, if you work for a private or public employer with **fewer than 500 employees** in the U.S., you may qualify for one of the following types of paid leave related to COVID-19, up to a **total of 12 weeks**:

1. Paid Leave If You are Quarantined

- Your employer may be required to provide you with **two weeks (up to 80 hours)** of paid leave if you are unable to work or work from home because:
 - You have been advised to stay at home by an order of the federal, state or local government, or by your medical provider; and/or
 - You are experiencing COVID-19 symptoms and awaiting a diagnosis.
- You will receive **your regular rate of pay or minimum wage**, whichever is higher.
 - Up to \$511 per day
- You may take this leave intermittently only if working from home and if your employer agrees.

2. Paid Leave If You Need to Care for a Quarantined Relative

- Your employer may be required to provide you with **two weeks (up to 80 hours)** of paid leave if you are unable to work or work from home because you need to care for a relative who is quarantined by an order of the federal, state or local government, or by his or her medical provider.
- You will **receive 2/3 of your regular rate of pay or minimum wage**, whichever is higher
 - Up to \$200 per day
- You may take this leave intermittently only if working from home and if your employer agrees.

3. Paid Leave If You Need to Care for a Child

- Your employer may be required to provide you with **two weeks (up to 80 hours)** of paid leave if you are unable to work or work from home because you need to care for a child under 18 whose school or childcare provider is closed due to COVID-19.

- If you have worked for your employer for **at least 30 days**, you may also be entitled to **up to 10 additional weeks** of paid leave (for a maximum of 12) to care for a child whose school or childcare is closed.
- You will receive **2/3 of your regular rate of pay or minimum wage**, whichever is higher.
 - Up to \$200 per day
- You may take this leave intermittently if your employer agrees.

Part-time Workers

Eligible part-time workers will receive paid leave for the average number of hours they would have worked over the given period.

Notice to Your Employer

- Where possible, you should give your employer notice in advance of your need to take leave.
- Your employer can request documentation, including:
 - For quarantine-related requests, a copy of a government order to quarantine or a note from a medical provider.
 - For childcare requests, a notice that may have been posted on a government, school, or day care website, published in a newspaper, or emailed to you from an employee or official of the school or childcare provider.

Job Protection

- You may not be fired, disciplined, or discriminated against for taking leave under this law and you have a right to return to your job.
- You are entitled to keep your health insurance if it is provided by your employer.

For questions about your rights under the FFCRA and other workplace rights related to COVID-19 please call (240)241-0897 or e-mail intake@firstshift.org for legal assistance.