



## Who is required to participate?

- Your employer must participate in the CT Paid Leave program if they have any activity, enterprise or business in Connecticut with one or more employees (including non-unionized state employees).
- As an employee, you must participate in the CT Paid Leave program unless you are specifically excluded by law (See "Who is excluded from participating?" below).
- Sole proprietors or self-employed individuals who are CT residents may choose to opt-in but are not required to do so.

## Who is NOT a covered employer?

- Federal government
- State of Connecticut, except as to "covered public employees"\*
- Municipalities, unless their unionized employees collectively bargain to participate
- Employees of local or regional boards of education, unless their unionized employees collectively bargain to participate
- Employees of non-public elementary or secondary schools
- Railroads
- Governments of other states
- Sovereign nations (including federally recognized tribes, unless they enter into an agreement with the Governor of CT to participate)

## Is CT Paid Leave the same as FMLA?

- NO. CT Paid Leave only offers payment for qualifying leave reasons but does NOT offer job protected leave, which is provided under FMLA.
- Federal and state Family & Medical Leave Acts (FMLA) describe the rules for job-protected leave and are NOT paid leave laws.
- CT FMLA oversight is provided by the CT Department of Labor.
- Workers must apply directly to their employer for job-protected leave pursuant to FMLA or other laws.

## What are qualifying events for CT Paid Leave benefits?

- **Medical Leave:** to receive treatment for or recover from one's own serious health condition (includes pregnancy and serving as an organ/bone marrow donor).
- **Bonding Leave:** to bond with a new child that has entered the home through birth, adoption, or foster care.
- **Caregiver Leave:** to care for a family member experiencing a serious health condition.
- **Safe Leave:** to address certain issues arising from family violence and/or sexual assault.
- **MILITARY SPECIFIC:**
  - **Qualifying Exigency Leave:** to engage in certain activities arising from a spouse, child, or parent who is on federal active duty, or has been notified of an impending call or order to federal active duty in the Armed Forces
  - **Military Caregiver Leave:** to care for a family member who is a member of the military and who has experienced a serious injury or illness that occurred in the line of active duty in the Armed Forces

## What makes you eligible to receive CT Paid Leave benefits?

- Minimum of \$2,325 in wages in at least one of the first 4 of the 5 most recently completed quarters (wages may be combined from more than one covered employer), and fit into one of the following categories:
  - Currently employed and working in CT, or
  - Currently unemployed but had been employed and working in CT in the 12 weeks immediately preceding the leave.

## What are employee contributions?

- The program is funded through employee contributions.
- Employees have contributions of 1/2 of 1% (0.5%) of their wages deducted from each paycheck.
- Contributions are made from wages up to the defined Social Security wage base (using the same calculations for determining total wages as are used to calculate FICA) and are done through payroll deduction.
- Total wages for an employee include the gross earnings from their employer(s): salary or hourly wages, vacation pay, holiday pay, tips, commissions, severance pay, etc.

## Can you receive CT Paid Leave and other income-replacement benefits at the same time?

- Covered employees may receive compensation from CT Paid Leave at the same time as receiving income replacement benefits from their employer (for example, use of paid time off, short-term disability, etc.)
- Combined compensation cannot exceed 100% of a worker's regular rate of compensation
- Worker may not receive CT Paid Leave compensation at the same time they are receiving Unemployment Compensation, Worker's Compensation, or any of other state or federal benefit that provides wage replacement.
- If you have questions about how CT Paid Leave will integrate with employer-provided benefits like short-term disability, talk to your employer.

## How long can you receive CT Paid Leave benefits?

- Up to 12 weeks of benefits are available in a 12-month period for most leave reasons.
- An additional two weeks may be available for incapacitation during pregnancy. These two weeks can also be used for routine pre-natal appointments.
- Up to 12 days of benefits are available for safe leave reasons.
- Benefits are based on earnings and are capped at 60x state minimum wage.

## In what different ways can leave be taken?

- Leave can be taken in the following formats:
  - Block leave – Absence taken as a consecutive span of time for a single qualifying reason.
  - Reduced schedule – A leave schedule that reduces an employee's usual number of working hours per workweek, or hours per workday, for a period of time (normally from a full-time schedule to a part-time schedule.)
  - Intermittent leave – Leave in separate, non-consecutive time periods rather than a single span of time for a single qualifying reason.

## How can you apply for CT Paid Leave?

- Start your claim online at [ctpaidleave.org](https://ctpaidleave.org)
- Call our third-party claims administrator at (877) 499-8606
- When you start your application, we will let you know what documents we need before we can evaluate your claim.
  - Identity verification
  - Employment verification form (completed by your employer)
  - Documents to support your leave reason (example: medical certification forms, court orders, military orders, adoption documents, etc.)

[CTPaidLeave.org](https://CTPaidLeave.org)