

## Student Employment -Paid Family Leave (PFL) Summary

<b>Definitions</b>	<p>Beginning January 1, 2018, New York State Law requires employers to provide a new leave benefit called Paid Family Leave (PFL). Paid Family Leave will be available to employees, <u>including student employees</u> to:</p> <ul style="list-style-type: none"> <li>➤ Bond with a child during the first 12 months following the birth, adopted, or foster placement of the child.</li> <li>➤ Care for a family member with a serious health condition (parent (in-laws and step), grandparent, spouse/domestic partner, child, grandchild and <i>in loco parentis</i> relationships.</li> <li>➤ Assist a family member called to active military service (parent, spouse/domestic partner, and child,).</li> </ul>
<b>Eligibility</b>	<p>All students employed through Student Employment (Undergraduate and Graduate Students) will need to work 175 days preceding the first full day of the leave to be eligible for PFL.</p>
<b>Contributions</b>	<p>Employees will pay .126% of their weekly wages, capped at the state average weekly wage of \$1,305.92 (x .00126% which is \$1.6453846/week) or \$85.56 per year on an annual wage of 67,907.96.</p> <p><i>Example: a 10 hour per week employee making \$15/hour will pay .189 cents per week for PFL coverage.</i></p> <p>Participation is <b>not</b> optional for most eligible employees. However, employees whose schedule will not allow them to become eligible can waive the deduction. (Those who will not work 175 days). <i>See Opt-Out section below.</i></p>
<b>Benefit</b>	<p>Employees can receive 8 weeks of PFL in 2018.</p> <p>Employees will receive 50% of their average weekly wages (based on 8 weeks of earnings prior to the leave) capped at \$652.96 per week (based on NYS average weekly wage above).</p> <p>Payment will come directly from Aetna to the employee and will not be paid through the University payroll. This benefit is taxable.</p> <p>The maximum amount of disability <b>and</b> PFL that can be taken in a 52 week period is 26 weeks.</p>
<b>How to Apply</b>	<p>Employees must provide a 30 day notice prior to the leave when practical.</p> <p>Employees must call Aetna at 1-866-326-1380 and provide the required information and necessary application forms. Forms can also be found on the Leave Administration website <a href="http://www.rochester.edu/working/hr/leave/">http://www.rochester.edu/working/hr/leave/</a></p>
<b>OPT- OUT (Waiver)</b>	<p>Employees who will not meet the 175-day requirement to take advantage of PFL may waive the deduction and coverage. The choice to waive PFL is completely <b>Optional and Voluntary</b>.</p> <p>It is important to note that if an employee waives coverage and becomes eligible for PFL at a later date (e.g. meets the 175 days of work or is hired to a staff or faculty position), <b>they will have to pay the deductions back to their hire date (or 1/1/2018)</b> whichever is later.</p> <p>Therefore, students <u>should carefully consider</u> this option and may choose to continue the small payment to avoid a larger deduction at a future date.</p> <p>The waiver form can be found in HRMS at <i>Main Menu&gt;Self Service&gt;Paid Family Leave&gt;Waiver.</i></p>
<b>Academic Leave</b>	<p>Students who are considering a leave should also discuss the availability of other academic leave options with an Academic Advisors in the College Center for Advising Services, Lattimore 312.</p>