Emergency Paid Sick Leave (EPSL) & Emergency Family Medical Leave Expansion Act (EFMLA)  
Families First Coronavirus Response Act (FFCRA)

EPIL and EFMLA can only be taken if an employee is unable to work on campus or remotely for qualifying COVID-19 reasons. Other requirements apply. Visit the FFCRA page of the HR COVID-19 FAQ at hr.iu.edu/relations/coronavirus.html for additional details.

<table>
<thead>
<tr>
<th>Effective Date</th>
<th>EPSL</th>
<th>EFMLA</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2020</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Expiration Date</th>
<th>EPSL</th>
<th>EFMLA</th>
</tr>
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<tbody>
<tr>
<td>December 31, 2020</td>
<td></td>
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</tbody>
</table>

### TYPE OF LEAVE COVERED

<table>
<thead>
<tr>
<th>Medical leave for self due to COVID-19 related reasons</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical leave to care for an individual due to COVID-19 related reasons</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Leave to care for employee’s child (under 18) for child care issues related to COVID-19(^1)</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### KEY PROVISIONS

- **Amount of available leave**
  - EPSL: 80 hours\(^2\)
  - EFMLA: 12 weeks\(^3\)

- **Pay amount during leave**
  - EPSL: Full pay
  - EFMLA: The first two weeks are unpaid.\(^4\)
  - After first two weeks, employee uses own accrued time off in prioritized order.\(^5\)

- **Can employee use in increments smaller than full-day?**
  - EPSL: No\(^7\)
  - EFMLA: No

### How can employees use this leave?

- EPSL:
  - Full days
  - If used for child care - consecutive or non-consecutive
  - For all other reasons, consecutive only

- EFMLA:
  - Full days, consecutive or non-consecutive

### QUALIFICATIONS

- **Minimum period of employment for eligibility**
  - EPSL: No minimum period
  - EFMLA: 30 calendar days

- **Part-time and temporary employees covered?**
  - EPSL: Yes – prorated
  - EFMLA: Yes – prorated

- **Covered employee groups**
  - EPSL: All employees
  - EFMLA: All employees

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1. Qualifying child care reasons under FFCRA include school or child care facility closures (or online only options), or if a parent chooses online learning or keeping their child home from a child care facility due to COVID-19 related reasons. Except in special circumstances, the child must be 14 years or younger.

2. EPSL provides a maximum of 80 hours, prorated for part-time and temporary employees.

3. Combination of regular FMLA and EFMLA in calendar year 2020 is limited to 12 weeks. Part-time and temporary employees will be eligible for a prorated amount of leave time based on their normal or average schedule.

4. During the first two weeks of EFMLA, employees may supplement unused EPSL time or choose to use their own accrued time off (in same prioritized order as below).

5. After the first two weeks, for remaining EFMLA time employees must use their own accrued time off in the following prioritized order: compensatory time, vacation/PTO, holiday, income protection/PTO sick leave.

6. The remaining third will be recorded on an employee’s time sheet with AFL (absent no pay – FMLA). Employees who have a balance of accrued time off that is less than a full-day absence cannot supplement that accrued time off to fill in the remaining third of pay. For the time an employee is paid at 2/3, the amount will be capped at $200 per day or $10,000 aggregate.

7. Generally EPSL must be taken in full-day increments. If a non-exempt employee is sent home in the middle of a shift due to exhibiting symptoms or because they’ve received a positive COVID-19 test, they may use a half-day of EPSL for the first day only.