

Paid Parental Leave Program*

Effective January 1, 2016, benefits eligible full-time or part-time regular employees who have a new child through child birth, adoption, surrogacy or foster care placement are eligible for paid parental leave. There are two types of parental leave: pregnancy leave, which is offered to birthing mothers, and parental leave which is available to mothers and fathers, including parents through biological birth, adoption, foster care placement and surrogacy.

For parental leave, employees who have a new child through child birth, adoption, surrogacy or foster care placement are eligible to take time off from work and receive 100% of base pay for up to two weeks (10 business days). An eligible new child includes a biological newborn or any individual who, at the time of the adoption or foster care placement, is under the age of 18 or is physically or mentally incapable of caring for himself or herself, has not lived continuously for the past six (6) months with the employee or the employee's spouse or domestic partner, and is not already the child or step child of the employee's spouse or domestic partner.

For pregnancy leave, employees who give birth are eligible to receive 100% of base pay for up to eight weeks (40 business days) following a delivery, plus the 2 weeks of parental leave (10 business days) referenced above for a total of 10 weeks (50 business days) of paid leave. To the extent an employee is eligible for short-term disability (STD) benefits after the birth, the pregnancy leave payment will supplement any STD benefit payments so that the total of STD benefits and paid pregnancy leave equals 100% of the employee's base pay.

While on paid parental or pregnancy leave, all benefits continue; however, dependent day care flexible spending account deductions will stop as required by the IRS tax code.

Parental leave is concurrent with STD and all other statutory leaves. For additional information, please see the Paid Parental Leave Program FAQ.

*The Parental Leave policy is not available to employees covered by a collective bargaining agreement.