

COVID-19 Special Leave Options Quick Glance Summary

Emergency Paid Sick Leave (EPSL)

Originating Authority: US Federal Government

Name of Act: Families First Coronavirus Response Act (FFCRA)

Termination of Leave: Shall cease beginning with the employee's next scheduled work shift immediately following the termination of the need for EPSL (as specified by FFCRA). EPSL will not carry over from one year to the next or be paid out upon separation for any reason.

Eligibility: Full-time and part-time employees are immediately eligible to use EPSL (except for Federal Work Study students).

Benefit: Provides eligible employees *up to 80 hours of paid leave*, if the employee is unable to work (including remotely) for any the following reasons:

1. To comply with a federal, state, or local quarantine or isolation order related to COVID-19;
2. The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
3. The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;
4. To care for an individual who is subject to an order as described in (1) above or has been advised as described in (2) above;
5. To care for the employee's son or daughter if a school or place of care is closed, or the childcare provider is unavailable, due to COVID-19 precautions; -or-
6. The employee is experiencing any other substantially similar condition as specified by the designated Federal agencies.

Emergency FMLA (E-FMLA)

Originating Authority: US Federal Government

Name of Act: Families First Coronavirus Response Act (FFCRA)

Termination of Leave: Will continue until the employee has exhausted their twelve (12) workweek entitlement or the reason for using leave ends.

Eligibility: Employees (except for Federal Work Study students, Law Enforcement Officers, Dispatchers, and certain health care providers*) who have been employed for at least thirty (30) calendar days. **These employees can contact Leave Administration for specific eligibility information (loaandworkcomp@ucf.edu).*

Benefit: Allows eligible employees unable to work (or work remotely) to care for their son or daughter, under age 18, if the son or daughter's school or place of child care has been closed, or the child care provider is unavailable. This must be the result of a COVID-19 related emergency declared by federal, state, or local authority. This leave is paid at 2/3 the employee's regular rate of pay and may be supplemented by personally accrued leave.

Knights Care Leave Share

Originating Authority: University of Central Florida

Name of Act: Response to the major disaster declaration issued by the Federal Government under the Stafford Act

Termination of Leave: Leave may be donated, received, and applied during the period the COVID-19 pandemic qualifies as a major disaster under IRS Notice 2006-59 and the Stafford Act.

Eligibility: An employee in a leave-accruing appointment who is adversely affected if the disaster has caused severe hardship to the employee, or to his or her immediate family members, that requires the employee to be absent from work. Examples of hardship include personal medical emergencies, quarantine and/or self-isolation mandates, or inability to work or telework due to a government stay at home order. Employee must have exhausted all personally accrued leave (e.g., annual, sick, emergency paid sick leave or emergency family and medical leave under the Families First Coronavirus Response Act, compensatory leave, etc.).

Benefit: Provides prolonged income and allows payroll-deducted benefit premiums. Guidelines apply and can be found at: <https://www.ucf.edu/lp/knights-care-leave-share/>