

Expecting Parents Workshop

Human Resources, Benefits

OVERVIEW

Types of Leaves:

- Pregnancy Disability Leave (PDL)
- Family Medical Leave Act (FMLA)
- California Family Rights Act (CFRA)
- Personal

Pay Options While on Leave

Insurance Benefits While on Leave

Filing for Disability & Next Steps

Resources

Q & A

PREGNANCY DISABILITY LEAVE (PDL)

- Period of time when considered medically disabled due to pregnancy
- Generally, begins 2 weeks before birth and ends 6 weeks after birth (8 weeks for C-Section)
- Up to 4 months (based on medical certification)
- Unpaid leave; provides job protection
- Provides for continuation of UC employer paid contributions (medical, dental & vision)

FAMILY AND MEDICAL LEAVE ACT (FMLA)

- Provides up to 12 weeks unpaid leave per year for:
 - Employees serious health condition (inc. pregnancy)
 - Care for a child after birth, or after placement for adoption or foster care
 - Care for a family member with a serious health condition
- Eligibility requirements: employed 12 months and have worked 1,250 hours during the 12 months prior to leave
- Unpaid leave; provides job protection
- Provides for continuation of UC employer paid contributions (medical, dental & vision)

CALIFORNIA FAMILY RIGHTS ACT (CFRA)

- Eligibility requirements are the same as FMLA
- Provides up to 12 weeks of leave
 - Typically begins after PDL ends
- Parental Bonding – to bond with new child
 - Must be taken within 12 months of birth/placement
 - Must be taken in at least two-week increments
 - May take leave of less than two-week duration on two occasions
- Unpaid leave; provides job protection
- Provides for continuation of UC employer paid contributions (medical, dental & vision)

PERSONAL LEAVE

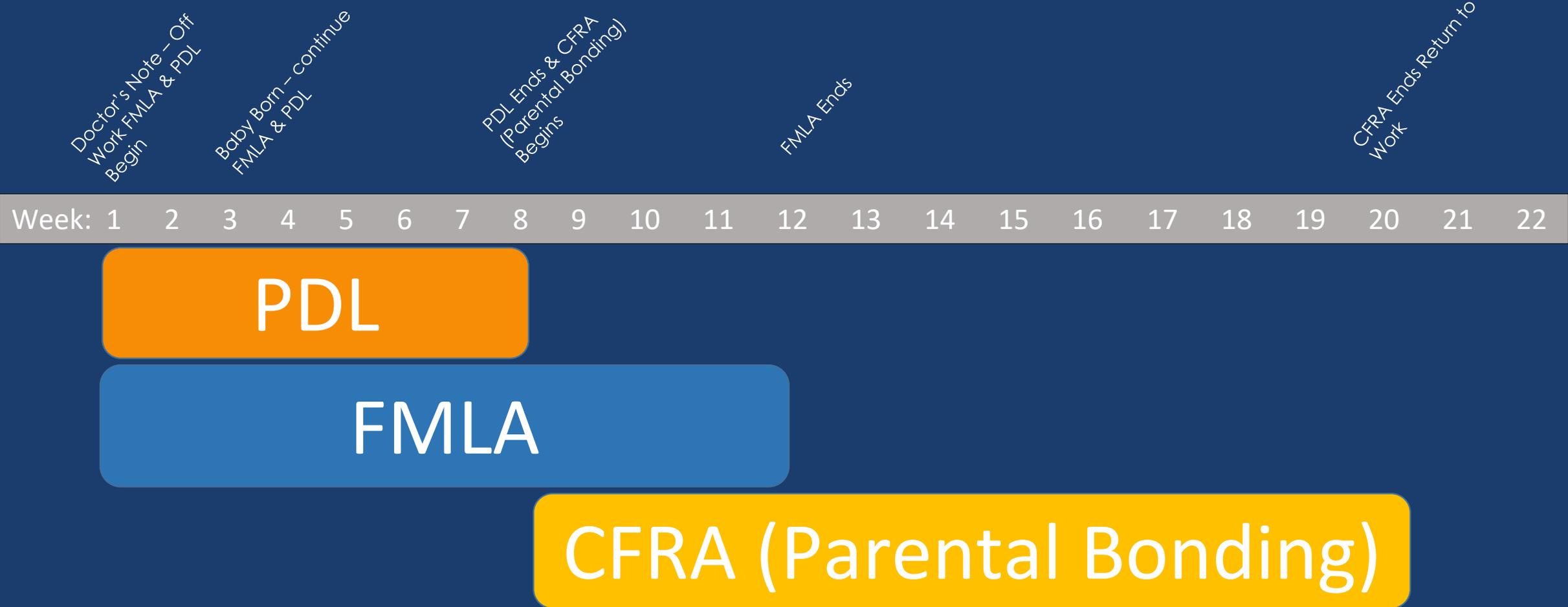
- At the discretion of your department to approve or deny
- Unpaid leave (may use vacation if applicable)
- Subject to full-premiums (UC Employer and Employee Costs) for benefits



Some Leave Entitlements Run Concurrently

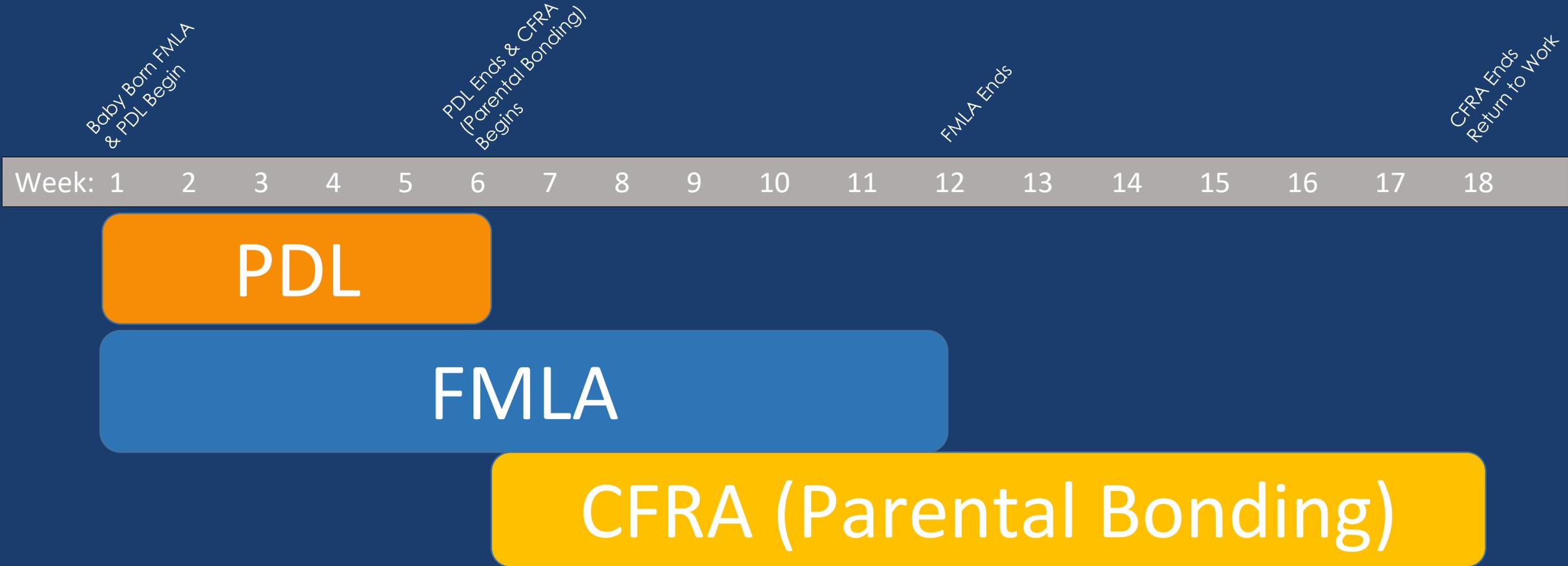
Pregnancy Disability Timeline

How do FMLA, CFRA, and PDL Interact?



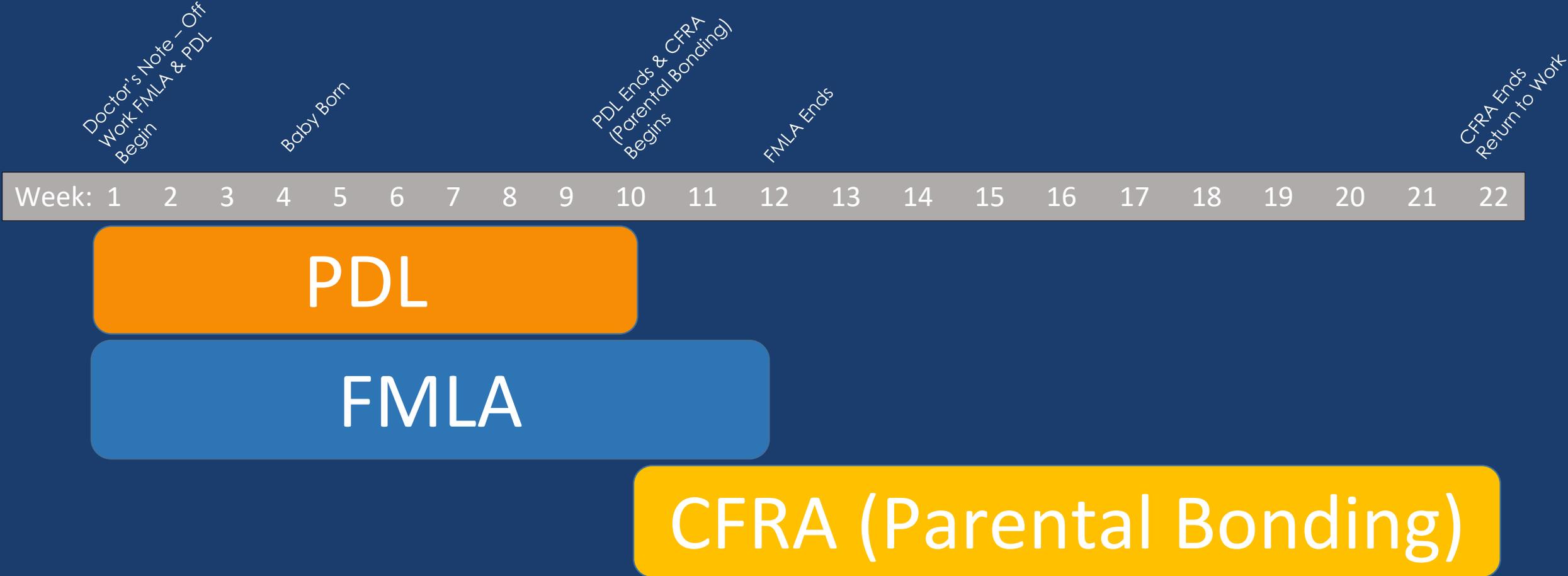
Pregnancy Disability Timeline

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Pregnancy Disability Timeline

How do FMLA, CFRA, and PDL Interact?





Leave Time vs. Pay While on Leave

PAY OPTIONS DURING PERIOD OF DISABILITY

Disability claim benefits from Lincoln Financial Group (if enrolled)

- Basic Short-Term Disability (University Paid)
 - 14 day wait period
 - 55% of salary, up to \$800/month maximum, up to 6 months
- Voluntary Short-Term Disability Plan (Employee Paid)
 - 14 day waiting period
 - 60% of salary, up to \$15,000/month maximum, up to 6 months

Sick Leave Usage under LFG Disability

- Required to use accrued sick leave up to 22 working days, equivalent to 176 hours (F/T), if available
- Additional use of hours is optional

Vacation/PTO usage (Optional)

- Requires department approval
- Can be used for waiting period if sick time is exhausted

State Disability Insurance (SDI) – May be applicable if employed at UC less than 18 months or has a second job.

Unpaid Leave

PAY OPTIONS DURING PARENTAL BONDING

Vacation/PTO accruals can be used as income replacement

Up to 30 days of sick leave can be used for Parental Bonding after PDL ends (Only applies to HX, PPSM)

UC Pay for Family Care and Bonding (PFCB)

Unpaid Leave

UC PAY FOR FAMILY CARE & BONDING (PFCB)

PFCB may be an option when employees are taking Family Medical Leave (FML) for the following four reasons:

- To care for a family member with a serious health condition (FMLA/CFRA)
- For Parental Bonding Leave (i.e. Baby Bonding Leave) (FMLA/CFRA)
- For Military Caregiver Leave (FMLA)
- For Qualifying Exigency Leave (FMLA/CFRA)

PFCB is NOT an option when FML is taken for:

- Employee's own serious health condition (FMLA/CFRA)
- Employee's pregnancy disability (FMLA/PDLL)

UC PAY FOR FAMILY CARE & BONDING (PFCB)

- Must qualify for FMLA/CFRA in order to be eligible for PFCB
- Must be used in increments of at least 1 workweek
 - For Parental Bonding, must be taken in increments of at least 2 weeks (except on 2 occasions)
- If eligible, may opt to receive 100% of eligible earnings during certain approved Family and Medical Leaves (FML). (100% is as of 1/1/2023, was previously 70%)*
- Up to 8 workweeks per calendar year
- If employee elects PFCB, they must continue to use PFCB until they,
 - exhaust full 8 work weeks of PFCB for the calendar year, or
 - the qualifying FML ends
- Considered taxable income. Normal deductions are taken

* Subject to collective bargaining where applicable

Pregnancy Disability Timeline

How do FMLA, CFRA, and PDL Interact?

Doctor's Note – Off
Work FMLA & PDL
Begin

Baby Born – Continue
FMLA & PDL

PDL Ends & CFRA
(Parental Bonding)
Begins

FMLA Ends

CFRA Ends Return to
Work

Week: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22

PDL – Pay Options
(Sick, Vacation/PTO, LFG Disability)

FMLA

CFRA (Parental Bonding) – Pay Options
(Vacation/PTO, PFCB)
*up to 30 days sick for HX & PPSM

BENEFITS WHILE ON LEAVE

While on leave with pay and receiving regular paychecks (i.e. using sick/vac/pto) normal deductions will occur

While on leave without pay

- During leave entitlements (FMLA/CFRA/PDL) UC contributions for medical, dental, and vision continue
- You are responsible for any normal employee costs (i.e. employee portion of medical, legal, life and AD&D)
- Voluntary Short-Term and Voluntary Long-Term Disability is waived while on leave
- Option to cancel plan(s) during leave, reenroll within 31 days of return to pay status/work
- Payments are made via UCPath Benefits Billing Portal

UCPATH BENEFITS BILLING

- Will be enrolled in Benefit Billing with UCPATH
- Monthly bills sent from UCPATH (note: disability insurance premium waived while on disability leave)
- Payments can be submitted online via the [UC Path Benefits Billing Portal](#) (faster processing) or mailing a check

UNIVERSITY
OF
CALIFORNIA

UCPath

Benefits Billing Portal

PLEASE ENTER A DOLLAR AMOUNT TO PAY TOWARDS YOUR BENEFITS BILLING CHARGES.

\$0.00

Maximum \$5,000

Comments

Maximum 999 characters

ENROLLING NEW CHILD TO INSURANCE

Complete enrollment within 31 days of birth

Enroll by selecting Employee Actions >Health and Welfare>Life Events / Benefit Changes in UCPath

The screenshot displays the UCPath employee portal interface. At the top, there are three main sections: 'Next Paycheck January 3' with a 'View Paycheck' button, 'You are eligible for F-FULL benefits' with a 'View Benefits' button, and a retirement icon with a 'View Retirement Info' button. Below these are four expandable menu categories: 'Manager Actions', 'Personal Information', 'Health and Welfare', and 'Income and Taxes'. A blue arrow points from the 'Personal Information' menu to the 'Life Events / Benefit Changes' option within the 'Health and Welfare' menu.

- Next Paycheck January 3
View Paycheck
- You are eligible for F-FULL benefits
View Benefits
- View Retirement Info
- Manager Actions
 - View Employee Information
 - View Employee Absence Balance
 - View Compensation History
 - View Historical Profiles
 - Current Team Profiles
- Personal Information
 - Personal Information Summary
 - Employee Disclosures
 - Patent Acknowledgement
 - Patent Amendment
 - Veteran Status
 - Disability Status
 - Gender Identity and Sexual Orientation
 - My Current Profile
- Health and Welfare
 - Benefits Summary
 - Dependent Coverage
 - Life Events / Benefit Changes
 - Enroll in Benefits
 - Using Your Benefits
 - Review/Update Your Beneficiary via UCRAYS
- Income and Taxes
 - Direct Deposit
 - View Paycheck
 - View Pay Record via AYSO
 - CA State W-4 (DE-4)
 - Federal Withholding (W-4)
 - Enroll to receive online W-2
 - View Online W-2/W-2C
 - Online 1095-C Consent
 - View Online 1095-C
 - Verification of Employment

Verify eligibility with UnifyHR – mailing will be sent to your home address

FLEXIBLE SPENDING ACCOUNTS (FSAs)

Dependent Care - Max (\$7,000/yr.)

- Allows you to pay for eligible dependent care expenses on a pre-tax, salary reduction basis
- Must have a Tax ID #

Health Flexible Spending Account - Max (\$3,400/yr.)

- Allows you to pay on a pre-tax, salary reduction basis, for eligible health care expenses not covered by your medical, dental or vision plans like co-payments, prescriptions, breastfeeding supplies (new), etc.

Can enroll or re-enroll upon return to work/pay status. Refer to Plan summaries on UCnet for more details.

Plans administered by Discovery Benefits/WEX 844-561-1338

NEXT STEPS

At least 30 days prior to leave, notify your Department Contact/Supervisor and Leaves Analyst of your anticipated leave of absence start and end dates

- Discuss leave timeline, use of accruals with department contact & Leaves Analyst

Staff Employees:

- Contact Sedgwick to request leave information and forms:
<https://hr.uci.edu/sedgwick>
- Review eligibility packet and forms Sedgwick and provide requested medical certification/information

File your disability claim online – about 30 days prior to your leave with Lincoln Financial Group (LFG)

REMINDERS DURING YOUR LEAVE

- Notify Lincoln Financial, department contact & Leaves Analyst of baby's birth or any changes to your disability or leave dates
- Enroll new child to benefits on UCPath within 31 days of birth
- Make payment(s) to UCPath Center to continue benefits

RETURNING TO WORK

Confirm your anticipated return date with your supervisor/department

Notify Human Resources Leaves Analyst when back on pay status and of your anticipated return to work date

Re-enroll in any cancelled benefits

Re-activate parking & other payroll deductions

Review first few paychecks to confirm proper benefit plan enrollments & notify UCPath of any errors

RESOURCES

UCI HR Wellness:

- [UCI Human Resources | Wellness](#)
- [UCI Families – Lactation](#)
 - Lactation Rooms at Campus and Health
 - [Registration](#) for access to Douglas Hospital (Medical Center) Lactation Spaces

[Employee Assistance Program \(EAP\)](#)

[Your Guide to UC Disability Benefits](#)

[Pregnancy, Newborn Child and Adopted Child Factsheet](#)

CONTACTS

Employee Experience Center (UCI HR)

<https://eec.hr.uci.edu>

(949) 824-0500

UCPath Center

<https://ucpath.universityofcalifornia.edu>

(855) 982-7284

Lincoln Financial Group (LFG)

(800) 838-4461

California State Disability/Paid Family Leave

edd.ca.gov

(800) 480-3287

Sedgwick

<https://hr.uci.edu/sedgwick>

(855) 922-2152

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QUESTIONS