

# UNDERSTANDING YOUR NEW REQUIREMENTS AS AN EMPLOYER

This guide is not a substitute for legal or financial advice. We encourage everyone to reach out to a competent accountant and employment lawyer in your jurisdiction.



## WHO'S UNDER THE ACT?

The Families First Coronavirus Response Act (FFCRA or Act) requires certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19.

Private employers with **fewer than 500 employees**.

Source: <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>



## WHAT MUST YOU DO?

**If your employee is sick with COVID-19 . . .**

**The Employer must provide an employee sick with COVID-19 two weeks (up to 80 hours) of paid sick leave** at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis.

## ALL OF MY EMPLOYEES?

**Yup . . .**

**If they are COVID-19 sick or under mandatory state, federal, or medical quarantine after April 1, 2020 when the act takes effect.**

Source: <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>



## WHAT MUST YOU DO?

**If your employee's child or family is sick with COVID-19 . . . or out of school because of COVID-19 . . .**

**The Employer must provide an employee with two weeks (up to 80 hours) of paid sick leave** at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor

## ALL OF MY EMPLOYEES?

**Yup . . .**

Source: <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>

**BUT WAIT . . . THERE IS MORE**

Visit [www.mvotion.com](http://www.mvotion.com) for more information and resources.

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# UNDERSTANDING YOUR NEW REQUIREMENTS AS AN EMPLOYER . . . CONT'D

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## WHAT MUST YOU DO?

If your employee's child or family is sick with COVID-19 . . . or out of school because of COVID-19 . . . **AND THEY HAVE BEEN EMPLOYED FOR AT LEAST 30 DAYS**

**The Employer must provide an employee up to an additional 10 weeks of paid expanded family and medical leave** at two-thirds the employee's regular rate of pay where an employee is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

## ALL OF MY EMPLOYEES?

**Nope . . . just those employees who have been employed for at least 30 days**

Source: <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>



## DANG? THAT'S ALOT!

**Yes it is.**

Small businesses with **fewer than 50 employees may qualify for exemption** from the requirement to provide leave due to school closings or child care unavailability if the leave requirements would jeopardize the viability of the business as a going concern.

Source: <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>



## TAX CREDIT REIMBURSEMENTS

**Oh?**

Covered employers qualify for dollar-for-dollar reimbursement through tax credits for all qualifying wages paid under the FFCRA. Qualifying wages are those paid to an employee who takes leave under the Act for a qualifying reason, up to the appropriate per diem and aggregate payment caps. Applicable tax credits also extend to amounts paid or incurred to maintain health insurance coverage. For more information, please see the Department of the Treasury's website.

Source: <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>

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