

# Paid Parental Leave FAQs

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## **Eligibility**

- 1. I am eligible for Family Medical Leave as a temporary employee. Am I eligible for Paid Parental Leave?**

*Only Full and Part-Time employees who are in Permanent or Time Limited positions are eligible for Paid Parental Leave (PPL).*

- 2. Will periods of Leave without pay such as Workers Compensation and Short-Term Disability count toward the immediate 12 preceding months?**

*Yes. If the employee remains employed by the State of North Carolina and does not incur a 31-day break in service, they will be considered continuously employed.*

- 3. If I have exhausted my 480 hours of my Family Medical Leave (FML), am I still eligible?**

*Yes. PPL will run concurrent with FML however if FML has been exhausted they are still eligible for PPL if all other criteria is met.*

- 4. If I am a new hire and give birth 6 months after my hire date am I eligible for Parental Leave?**

*No. An employee must have twelve months of continuous service and have been in pay status for 1,040 hours in the previous twelve months to be eligible for PPL.*

- 5. How can I find out if I am eligible for PPL?**

*For more details regarding eligibility please consult with your agency Time and Leave Administrator.*

- 6. Will employees be eligible for voluntary shared leave and if so, what are the rules behind its use.**

*Voluntary Shared leave may be used for medical conditions related to birth for the remainder of the FML period however, Voluntary Shared Leave may not be used for bonding.*

- 7. Am I eligible for Paid Parental Leave if I am a surrogate?**

*Yes. Surrogates are eligible for up to eight weeks of PPL that must be taken continuously.*

- 8. If I have a baby in January and then have a 2nd baby in December of the same year, am I eligible for a 2nd PPL period for the 2nd birth?**

*No. Employees are allowed one event per 12-month period.*

- 9. Do I have to live with or be married to the mother of my child in order to be eligible for PPL?**

*No. If you provide an acceptable document certifying your eligibility and you meet all other requirements, then you will be eligible for PPL.*

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## Leave Usage

1. **How does the Paid Parental Leave coordinate with the period of disability?**

*Only the birth mother can use PPL for the period of disability. All other eligible parents must use PPL for bonding*

2. **As an Adoptive or Foster parent, am I able to use PPL prior to the actual adoption, foster care, or other placement, such as travel to a foreign country to select and meet the child prior to the actual adoption?**

No. PPL is not available until the qualifying event occurs.

3. **I am a spouse caring for the birth mother during her period of disability after childbirth am I able to use PPL?**

*No. Spouses may not use PPL during the disability period to care for the spouse, but they may use PPL to bond with the child.*

4. **Under what circumstances can employees request to take intermittent or delayed PPL?**

*Employees who have given birth and return to work upon medical release may request to use any remaining PPL intermittently. Agencies may require other employees to take PPL intermittently when there are public safety concerns in the workplace. All requests for intermittent use are subject management approval.*

5. **Can I use 6-8 weeks of sick leave during the period of disability and then take my 8 weeks of PPL after that to remain out for a total of 14-16 weeks?**

No. Mothers who give birth must use PPL prior to using sick or vacation leave.

6. **Can PPL be used intermittently for required Social Service visits, court dates, or doctors' visits or following a child being placed with me through foster care?**

*No. PPL may only be used for bonding with the child. Social Service and doctors' visits as well as court dates may be scheduled by using another source of leave.*

7. **Can PPL be taken on a 'reduced work schedule' basis?**

*Yes. PPL may be taken intermittently which may ultimately provide a reduced work schedule.*

8. **If taken intermittently, will EE's be required to take PPL in units of one hour or more and will any portion of a week taken equal one week of PPL as is the case with FIL?**

*Intermittent leave should be taken in the same manner as all other leave.*

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## Miscellaneous

1. **Will Agencies need OSHR approval when delaying PPL?**

*No. OSHR will charge the agency's HR Director to ensure this leave is administered properly.*

2. **If the Father's name is not listed on the birth certificate, would a DNA Test be required to confirm parentage?**

*No. If you provide an acceptable document certifying your eligibility and you meet all other requirements, then you will be eligible for PPL.*

3. **If I have already used my 480 hours of FML for a previous qualifying event, will PPL provide me with the same job protection that FML would have if I was still covered under FML?**

*Employees who are eligible for PPL shall receive the leave. There can be no disciplinary actions taken against the employee for being absent on PPL. PPL, however, does not prevent the employee from receiving disciplinary actions for conduct/performance as long as it is not related to the four or eight weeks of PPL unless there is evidence of fraudulent use.*

4. **What happens when an employee with a PPL balance transfers to a State agency that does not have PPL?**

*Employees who are eligible for PPL and transfer to an agency that does not participate in PPL will have their balances frozen until the expiration of their 12 month rolling period. If the employee returns to a participating agency before the end of the 12month eligibility period, they may resume the use of PPL so long as they complete usage by the end date of eligibility.*

5. **An employee works in an Agency that does not recognize PPL and transfers to a State agency that participates in PPL. Will the employee be eligible for PPL with the new agency if they meet the service and hours eligibility?**

*Employees in an agency that does not participate in PPL will not be eligible for PPL if they transfer to a participating agency, after the event occurs. To be eligible for PPL the event must occur while at an agency that participates in PPL. The employee's time at the non-participating agency will however be utilized in determining eligibility for an event that occurs at a participating agency.*

6. **If I was approved for my 4 weeks of PPL following my spouse giving birth to my baby, can my supervisor require me to return to work early due to staffing issues?**

*No. Once an employee has been approved and begin PPL management cannot revoke based on staffing issues.*