Summary of Leave Options for Employees Unable to Work

The type of leaves available depends on the reason the employee is unable to work.

Employee is sick – COVID
- No employee with a fever greater than 100.4 or having other symptoms consistent with COVID 19 (cough, shortness of breath, etc.) will be allowed to work.
- If employee is (1) under state order to quarantine, or (2) doctor's order to quarantine, or (3) COVID symptoms and awaiting doctor's order, employee is eligible for FFCRA paid leave – up to 10 days of paid leave – 100% pay up to $511 / day ($5,110 for 10 days)

Employee is caring for COVID patient
- No employee who is exposed to a confirmed case of COVID in the last 14 days will be allowed to work.
- FFCRA does not run concurrently with CPS sick leave. After FFCRA, employee may use CPS paid sick leave or unpaid extended medical leave.

To care for a child because of school or daycare closed
- Employee is eligible for up to 12 weeks of paid "extended FMLA" leave to care for a child whose school or daycare is closed because of COVID19.
- Extended FMLA paid leave is up to 66% of employee's regular pay – maximum of $200 / day and $12,000 for over 12 weeks.
- With permission of a supervisor, an employee could use annual leave or personal leave to take off work to care for a child if schools or daycares are closed

Employee or member of employee's household is in a "vulnerable population"
- Def. of "vulnerable population" (per ODH) includes all persons over the age of 65 and persons of any age with:
  - Lung disease
  - Heart condition
  - Immune compromised
  - Severe obesity
  - Diabetes
  - Kidney disease
  - Liver disease
- Employee self-determines, in consultation with his or her physician, whether he or she falls into a vulnerable population – or lives with someone in a vulnerable population.
- With doctor's certification, employee is eligible to take extended, unpaid medical leave of absence.

For more information, contact Keith Grace, Benefits Manager in the Human Resources Department. Phone: (513) 363-0159  Email: graceke@cps-k12.org