

Families First Coronavirus Response Act (FFCRA)

The Families First Coronavirus Response Act (FFCRA) provides UVU employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020, through December 31, 2020.

Supervisors are authorized to approve telework and/or flexible schedules wherever possible for positions where work can be done remotely and not impede University functions. For employees and positions that are not able to work or telework due to COVID-19, the following six (6) paid leave options may be available:

UVU Employee Who:	Effective April 1, Employees are Eligible For:	Where and How to Process Leave:
<p>1. <i>Is subject to a federal, state, or local quarantine or isolation order related to COVID-19</i></p> <p style="text-align: center;">OR</p> <p>2. <i>Has been advised by a healthcare provider to self-quarantine related to COVID-19</i></p> <p style="text-align: center;">OR</p> <p>3. <i>Is experiencing COVID-19 symptoms and is seeking a medical diagnosis</i></p> <p style="text-align: center;">OR</p> <p>4. <i>Is caring for an individual subject to a federal, state, or local quarantine or isolation order or who is in self-quarantine</i></p>	<p>Up to two (2) weeks (or a part-time employee's two-week equivalent) of FFCRA Emergency Paid Sick Leave (EPSL), paid at 100%.</p>	<p>All employees – Visit the Leave Section in the HR Benefits Service Center to submit the UVU Employee Leave of Absence Request Form.</p> <p>Communication will be sent to the employee and their supervisor from HR about eligibility and how to record time during FFCRA emergency FMLA leave.</p>
<p>5. <i>Is caring for a child whose school or place of care is closed (or childcare provider is unavailable) for reasons related to COVID-19</i></p>	<p>Up to 12 weeks (480 hours, or a part-time employee's 12-week equivalent) of FFCRA Expanded Family Medical Leave (E-FMLA).</p> <p>First two weeks of E-FMLA are unpaid, up to an additional ten (10) weeks paid at 2/3 pay (up to \$200 daily and \$12,000 total).</p> <p>E-FMLA must be taken in weekly continuous incremental blocks of time.</p> <p>For eligible employees, the other 1/3 of pay or any amount over cap (or portion unpaid) may be supplemented using accrued sick leave or personal leave, or Emergency Paid Sick Leave (if available).</p> <p>Note: E-FMLA runs concurrent with FMLA and is subject to available leave balances (a maximum of 12 weeks in a rolling 12 months).</p>	<p>All employees – Visit the Leave Section in the HR Benefits Service Center to submit the UVU Employee Leave of Absence Request Form.</p> <p>Communication will be sent to the employee and their supervisor from HR about eligibility and how to record time during FFCRA emergency FMLA leave.</p>
<p>6. <i>Is experiencing any other substantially similar condition specified by the U.S. Department of Health and Human Services</i></p>	<p>Up to two (2) weeks (or a part-time employee's two-week equivalent) of FFCRA Emergency Paid Sick Leave (EPSL), paid at 100%.</p>	<p>All employees – Visit the Leave Section in the HR Benefits Service Center to submit the UVU Employee Leave of Absence Request Form.</p> <p>Communication will be sent to the employee and their supervisor from HR about eligibility and how to record time during FFCRA emergency FMLA leave.</p>

Contact the UVU Human Resources Service Center at 801-863-8207 or EmployeeWellness@uvu.edu for additional guidance.