

Pregnancy and Parental Leaves

Pregnancy and welcoming a new child is a special time for employees. CCSF supports families during this time by offering leave and wage replacement benefits. This information will help you make decisions about those benefits and provides you with links to additional resources.

Definitions

- **What is a “protected leave?”**

A “protected leave” is an unpaid leave of absence from your job. If you qualify, your job is “protected” and you have a right to return to your job. Federal and California law provide employees with different types of protected leaves for pregnancy, childbirth, adoption, and child bonding.

If you do not qualify for a protected leave, you can still request a leave of absence for pregnancy, childbirth, adoption, or child bonding. However, your manager must approve your leave and you will not be guaranteed a return to your job.

- **What is a “wage replacement benefit?”**

A “wage replacement benefit” is a benefit that replaces part or all of the wages you lost while on an unpaid leave.

- **What is “accrued paid leave?”**

As a CCSF employee, you may be eligible to earn different types of paid leave, such as Sick Leave Pay or Vacation Pay. These are collectively referred to as “accrued paid leave” and you can use them to receive your salary when you do not work.



During Pregnancy

- *What if I am unable to work because of pregnancy or a related medical condition?*

No matter how long you have been employed with CCSF, if you cannot perform one or more of the essential functions of your position without risk to you or the pregnancy, you can take Pregnancy Disability Leave (PDL).

- <http://www.dfeh.ca.gov/res/docs/DFEH%20FAQs%20PDL.pdf>

PDL allows you to take up to four months (17.33 weeks) of protected leave during your pregnancy. PDL includes all prenatal medical appointments. You may have to provide a doctor's note to take PDL.

If you use all four months of PDL, you can request additional leave as a reasonable accommodation pursuant to the Fair Employment and Housing Act (FEHA). CCSF departments will approve additional leave, unless doing so would pose an undue hardship.



During Pregnancy

- *Can I be paid while on PDL?*

PDL is an unpaid leave, but if your paystub shows that you pay into the State Disability Insurance (SDI) plan, you are eligible for wage replacement benefits while on PDL.

- http://www.edd.ca.gov/Disability/FAQ_DI_Pregnancy.htm

CCSF Paid Parental Leave (PPL) wage replacement benefits are also available to those who qualify. PPL benefits supplement the money you receive from SDI and your accrued paid leave, guaranteeing that you will be paid 100% of your regular base salary for up to 16 weeks.

Please note, if you use your 16 weeks of PPL for pregnancy-related disability, you will not be able to collect PPL after the birth of your child. While on PDL, you must use your accrued Sick Leave Pay (SLP). You may also use Vacation Pay, Floating Holidays, or other accrued paid leave to receive pay, but you do not have to.

The following CCSF Employees are eligible to receive Paid Parental Leave compensation:

- (a) Permanent, provisional, and exempt Employees whose normal work week is not less than 20 hours upon completion of six months of continuous service; and
- (b) All other Employees of the City and County of San Francisco, including "as needed" Employees, who have worked 1040 hours in the 12 months prior to the beginning of the Parental Leave and whose average work week is not less than 20 hours.

After Childbirth, Placement, or Adoption

- *What if I cannot work because of childbirth or a related medical condition?*

You can take Pregnancy Disability Leave (PDL) immediately after childbirth and for as long as you are disabled by childbirth or a related condition, up to four months. To qualify for PDL after childbirth, you will need a note from your doctor. If you use all four months of PDL during pregnancy, you cannot take PDL after childbirth, but you can ask for more leave as a reasonable accommodation.

- *Can I take time off from work to bond with my child?*

If you have worked for CCSF for at least 12 months and 1,250 hours in the past year, after the birth, placement, or adoption of a child, the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA) provide you with up to 12 weeks of protected leave to bond with your child.

- http://www.dfeh.ca.gov/Publications_CFRADefined.htm

If you are not eligible for FMLA or CFRA, you may still be able to take leave to bond with your child, subject to your manager's approval.

Family Care Leave: Permanent employees who have been employed by CCSF for at least one year may be eligible for up to one year of leave to care for and bond with a child. This leave is at the discretion of the Department's appointing officer.

After Childbirth, Placement, or Adoption

- *Can I be paid while I am bonding with my new child?*

If you gave birth and pay into the SDI plan, you may be eligible for SDI wage replacement benefits after the birth of your child. SDI pays 55% of your wages for as long as you are disabled by pregnancy. The usual disability period after delivery is six to eight weeks, but a doctor may certify you for longer if necessary. SDI benefits are limited to 52 weeks and capped at \$1,129 per week.

- http://www.edd.ca.gov/Disability/FAQ_DI_Pregnancy.htm

If you want to take time off to bond with your child following birth, placement, or adoption, and you pay into the SDI plan, you are eligible for Paid Family Leave (PFL) wage replacement benefits. PFL pays 55% of your wages for six weeks.

- http://www.edd.ca.gov/Disability/FAQ_PFL_Benefits.htm

Effective January 1, 2018, the percentage will increase to 70% for workers earning less than \$108,000 annually, and 60% for workers earning above this amount.



After Childbirth, Placement, or Adoption

CCSF provides Paid Parental Leave (PPL) wage replacement benefits to ensure you will receive the equivalent of your salary for the 12 weeks you are on child bonding leave, or 16 weeks for new mothers who take both PDL and bonding leave after childbirth.

For example, if PFL benefits only replace part of your regular base salary for the time you are on bonding leave, if you qualify, PPL will restore you to 100% of your regular base salary so you do not lose any wages while bonding with your new child.

Other than 40 hours of Sick Pay Leave, which you can keep for your return to work, you must exhaust all accrued paid leave before receiving PPL benefits. If you elect not to exhaust accrued paid leave, then your PPL benefits will be reduced by the amount of accrued paid leave you do not use.

