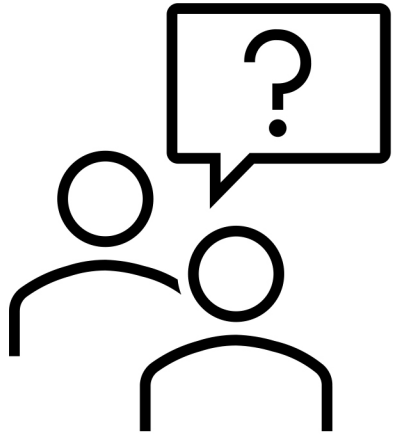




Connecticut
Paid Leave

Overview of Paid Leave Program



HRCG IS HERE FOR YOU!

Contact Us At:

www.hr-consulting-group.com/contact_hrcg

Email Us At:

HRHelp@HR-Consulting-Group.com

"We're all about the people... your people"



Overview of CT Paid Leave Program

The CT Paid Leave Authority serves a growing need in providing financial relief to Connecticut families, allowing individuals to care for a loved one, or themselves, without having to worry about lost income.

OUR MISSION

- To provide employees pathways to accessible paid family leave benefits, and
- To empower employers, administrators and healthcare providers by offering helpful tools for understanding their vital roles and provide support to navigate our program.

Responsibilities of the Paid Leave Program



Outreach & Engagement



Developing the policies and procedures needed to run the Paid Leave program



Establish the employee contribution rate & receive contributions



Approve and audit voluntary plans



Administer claims for paid leave benefits

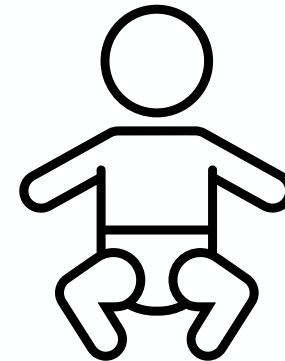
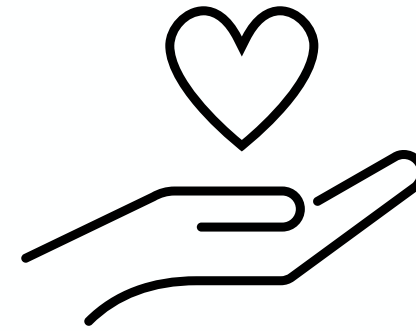
Covered Plan Participants

- Who Is Covered?
 - Employers who have one or more employees working in CT
- Including Non-profits
 - Sole proprietors*
 - Self-employed individuals*
- Who Is Not Covered?
 - Federal government employees
 - State of Connecticut employees, except “covered public employees” as defined by statute
 - Municipal employees, unless they are “covered public employees” as defined by the statute
 - Non-public elementary or secondary school employees
 - Local or regional boards of education employees

**Sole proprietors and self-employed individuals must stay in the plan for a minimum of three years.*

Qualifying Reasons for Family & Medical Leave

- Create or expand your family: the birth of a child, or placement of a child with your family for adoption or foster care
- Care for your own serious health condition
- Care for a family member with a serious health condition
- Serve as an organ or bone marrow donor
- Pregnancy
- Military caregiver leave to care for a family member injured during active duty in the military
- Qualifying Exigency leave for when a family member is called to overseas active duty
- *Family Violence leave (CT only)*



Eligibility for Paid Leave Benefits

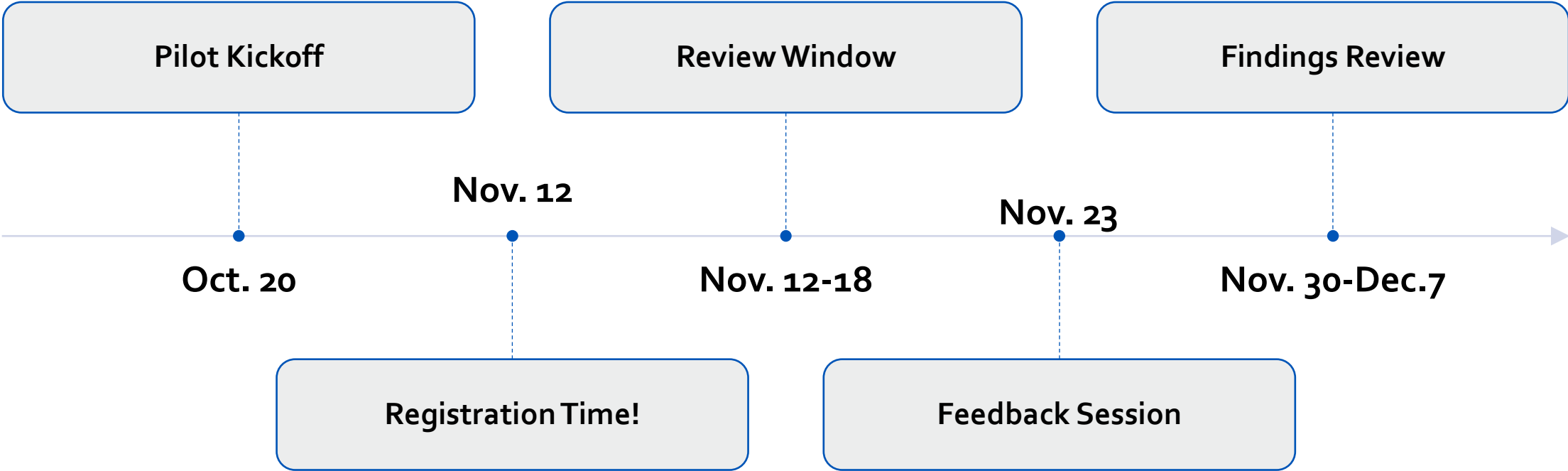
Must earn at least \$2,325 in the highest earning quarter of the first 4 of the past 5 quarters AND;

Be currently employed and working in Connecticut OR;

Have been employed and working in CT within the past 12 weeks by a CT employer; AND

Requesting leave for a qualifying event

Timeline

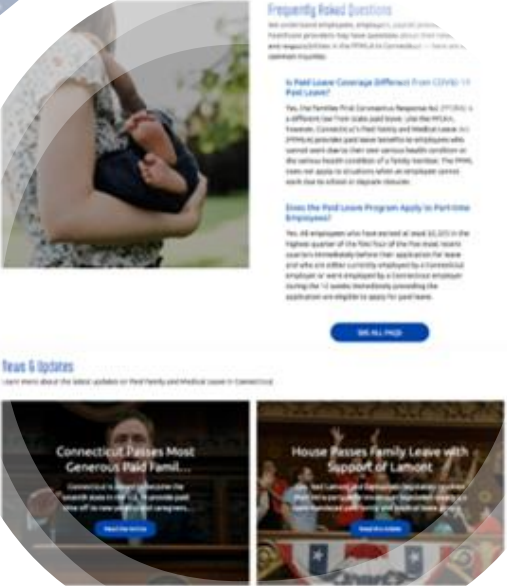




WWW.CTPAIDLEAVE.ORG

CTPL Site Walkthrough and Registration Process

- Visit www.ctpaidleave.org



Prep for
Registration

Setup Admin
Account

Associate
Account to
Business

From the CTPaidLeave.org website:

1. Access task checklist.
 - If needed, review CTPL educational materials.
 - If needed, reach out to the CT Paid Leave Authority using Contact Us form.

Before you can register on the CTPaidLeave.org website, the following two steps must already be completed.

1. Create account with Business.ct.gov to establish a state ID.
2. Need FEIN (Federal Employer Identification Number).
3. Need NAICS (North American Industry Classification System) Code.

Prep for
Registration

Setup Admin
Account

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Account to
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1. Create an admin account on the CTPaidLeave.org website by logging in with the state credentials set up on Business.ct.org.
 - First Name, Last Name and Email Address will be pre-filled from state account setup.
2. Complete all remaining fields to set up Admin profile.*
3. Submit.

*Profile can be saved as a draft and completed later if needed. A reminder to complete the registration profile will be sent out to the email address used to set up the state credentials.

Prep for
Registration

Setup Admin
Account

Associate
Account to
Business

Associate the CTPL account to your business:

1. Enter the Federal Employee Identification Number (FEIN).
2. If company isn't found after searching, complete all remaining steps, completing each form with the information requested.
3. If the company is found after searching, the system will display the name of the individual who has registered as the admin on the account. Please reach out to that person so they may add you as a user on the account.

Let Us Know...



HOW LONG DID IT TAKE
YOU TO FIND WHAT YOU
NEED?



HOW USER-FRIENDLY IS
THE SITE?



HOW WAS THE
REGISTRATION
PROCESS?



DID YOU ENCOUNTER
ANY CHALLENGES?



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