



# CITY OF DETROIT

## Families First Coronavirus Response Act FACT SHEET

### **CURRENTLY SET TO EXPIRE SEPTEMBER 30, 2021**

The Federal Families First Coronavirus Response Act (“Act”) became effective on April 1, 2020. The Act provides emergency paid benefits to eligible employees who are unable to work or telework due to specific reasons related to COVID-19. There are expansions to the two (2) new paid benefits available to City Employees: **Emergency Paid Sick Leave** and **Expanded Family Medical Leave (FMLA+)**. **THESE BENEFITS ARE CURRENTLY SET TO EXPIRE SEPTEMBER 30, 2021.**

Emergency Responders are ineligible to receive any benefit under the Act. Emergency Responders should contact their HR/Personnel Department to request other benefits offered when the employee is unable to work due to COVID-19.

### **EMERGENCY PAID SICK LEAVE (“EPSL”)** ([Click Here for Request Form](#))

EPSL provides paid time to all employees who are not emergency responders, for the following reasons:

1. The employee is unable to work or telework due to a Federal, State, or local quarantine/isolation order related to COVID-19.
2. The employee is unable to work or telework because he or she has been advised by a health care provider to self-quarantine for a COVID-19 reason.
3. The employee is unable to work or telework because the employee is experiencing symptoms of COVID-19 is seeking of a medical diagnosis.
4. The employee is unable to work or telework because he or she needs to care for an individual subject to a federal, state or local quarantine/isolation order due to COVID-19.
5. The employee is unable to work or telework because the employee needs to care for their child whose school or place of care has closed or is unavailable due to COVID-19 concerns.
6. The employee is unable to work or telework because the employee is experiencing a substantially similar condition specified by the U.S. Department of Health and Human Services under the Act.
7. The employee is unable to work because they are obtaining a COVID-19 vaccination.
8. The employee is unable to work because they are suffering or recovering from side effects related to the COVID-19 vaccination.
9. The employee is unable to work because they are awaiting the results of a COVID-19 test because the employee has either been exposed to COVID-19 or the City of Detroit has requested the COVID-19 test.

### **EMPLOYEES:**

- Emergency Paid Sick Leave is available for employee use from until September 30, 2021.
- Emergency Paid Sick Leave banks reset April 1, 2021. Therefore, only employees who have previously exhausted this bank will receive eighty (80) new hours,
- Emergency Paid Sick Leave is not available to employees who are able to telework.
- Emergency Paid Sick Leave is available to all employees, regardless of duration of employment.
- Full-time employees are entitled to eighty (80) hours of paid sick time at their regular rate of pay.
- Part-time employees are entitled to the average number of hours worked over a 2-week period.
- Employees who elect to use this benefit, must use this paid sick time prior to using any other available bank.
- This is a continuous benefit and cannot be used on an intermittent basis.
- Emergency Paid Sick Leave banks reset April 1, 2021. Therefore, only employees who have previously exhausted this bank will receive eighty (80) new hours.

### **SUPERVISORS:**

- HR will notify supervisors of their employee’s status and populate the employee’s timesheet accordingly.
- Employees shall not be required to use other leave banks first, if they request Emergency Paid Sick Leave.
- Although this paid time will carry-over into the new fiscal year, it will expire September 30, 2021.
- Use of this time shall not be considered for absenteeism, discipline or corrective action.



## EXPANDED FAMILY MEDICAL LEAVE (FMLA+) [\(Click Here for Request Form\)](#)

Expanded Family Medical Leave (FMLA+) provides for 12 weeks of leave to all City employees who are not emergency responders. This benefit is paid a reduced rate of 2/3 the employee's normal rate of pay.

Below is a list of qualifying reasons for FMLA+. Employees may obtain the e-form on the Human Resources Department's page on the City's website [www.detroitmi.gov/employee-safe-workplace](http://www.detroitmi.gov/employee-safe-workplace)

1. The employee is unable to work or telework due to a Federal, State, or local quarantine/isolation order related to COVID-19.
2. The employee is unable to work or telework because he or she has been advised by a health care provider to self-quarantine for a COVID-19 reason.
3. The employee is unable to work or telework because the employee is experiencing symptoms of COVID-19 is seeking of a medical diagnosis.
4. The employee is unable to work or telework because he or she needs to care for an individual subject to a federal, state or local quarantine/isolation order due to COVID-19.
5. The employee is unable to work or telework because the employee needs to care for their child whose school or place of care has closed or is unavailable due to COVID-19 concerns.
6. The employee is unable to work or telework because the employee is experiencing a substantially similar condition specified by the U.S. Department of Health and Human Services under the Act.
7. The employee is unable to work because they are obtaining a COVID-19 vaccination.
8. The employee is unable to work because they are suffering or recovering from side effects related to the COVID-19 vaccination.
9. The employee is unable to work because they are awaiting the results of a COVID-19 test because the employee has either been exposed to COVID-19 or the City of Detroit has requested the COVID-19 test.
10. The school or childcare facility must be closed due to COVID-19.
  - The employee must demonstrate that there is no other adult who can care for the child.
  - The child must be under the age of 18 or over the age of 18 with a documented physical or mental disability.
  - FMLA+ is only for employees who would otherwise be able to work but for the school or place of care closure; employees who telework do not qualify for this benefit.

### REQUIREMENTS:

- Employees must be employed with the City of Detroit for at least 30 days.
- FMLA+ is continuous and cannot be used on an intermittent basis.
- FMLA+ is a 12-week benefit with special pay considerations:
  - All twelve weeks of FMLA+ are paid.
  - **Pay will be at a reduced rate of 2/3 the employee's normal rate of pay up to a maximum daily amount of \$511.**
- Any time the employee has already used regular FMLA, it will count against the employee's 12-week allotment of Expanded FMLA+. For example, if the employee used 7 weeks of time for regular FMLA, the employee will only have 5 weeks available for FMLA+.
- FMLA+ will be treated the same as normal FMLA with regard to the maintenance of benefits and job restoration at the conclusion of the FMLA+. FMLA+ does not require job restoration if the position or classification is subject to a Reduction in Force or is no longer available due to reductions in operations, reductions in funding, or operational restructuring.

### CONTACT INFORMATION:

Employees may obtain the request form here [\(Click here for the Request Form\)](#) or on the Human Resources Department's page on the City's website [www.detroitmi.gov/employee-safe-workplace](http://www.detroitmi.gov/employee-safe-workplace).

<p><b>General City HR Employee Services</b></p> <p>(313) 224-8584 Press #7</p>	<p><b>Detroit Water &amp; Sewerage Department Human Resources</b></p> <p>(313) 999-3940 <a href="mailto:Chai.Spight@detroitmi.gov">Chai.Spight@detroitmi.gov</a></p>	<p><b>City Council - Human Resources</b></p> <p><a href="mailto:Debrich@detroitmi.gov">Debrich@detroitmi.gov</a> <a href="mailto:ReavesK@detroitmi.gov">ReavesK@detroitmi.gov</a></p>
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