



### **The Most Frequently Asked Questions about COVID-19 Leave**

The GBSD Human Resources department has received multiple inquiries about COVID-19 paid leaves. Below are a few commonly asked questions with corresponding answers that should address most situations. Feel free to email Noelle Thelen, [thelen@gresham.k12.or.us](mailto:thelen@gresham.k12.or.us), should you feel your situation is not answered below.

**Question:** *How much Emergency Paid Sick Leave can I take if I am unable to work or **\*telework** because I have been:*

- 1) are subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
- 2) have been advised by a health care provider to self-quarantine due to concerns related to COVID-19; or
- 3) are experiencing symptoms of COVID-19 and are seeking medical diagnosis
- 4) caring for an individual who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 or an individual who has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
- 5) caring for your child whose school or place of care is closed, or child care provider is unavailable, due to COVID-19 related reasons; or
- 6) experiencing any other substantially-similar condition that may arise, as specified by the Secretary of Health and Human Services

**Answer:** With the exception of item #5, the Emergency Paid Sick Leave Act requires that paid sick leave be paid ***only up to 80 hours over a two-week period*** (80 hours for a full-time employee, or for a part-time employee, the number of hours equal to the average number of hours that the employee works over a typical two-week period).

You will receive 100% pay for items #1 - #3 up to \$511.00 daily or \$5,110.00 total, 2/3 pay for items #4 and #6 up to \$200.00 daily or \$2,000.00 total.

***Question:*** Am I required to provide documentation to my employer that I am out for items #1, #2, #3, #4 and #6?

***Answer:*** Yes

***Question:*** My child(ren)'s school or place of care is closed, how much paid leave can I take?

***Answer:*** You are entitled for up to 12 weeks of paid leave if you cannot work or \*telework due to school or place of care being closed, or the child care provider is unavailable due to COVID-19 related reasons.

You will receive 100% Emergency Paid Sick Leave for the first ten days, up to \$511.00 daily or \$5,110.00 total, then 2/3 pay for ten (10) additional weeks under the Expanded Family & Medical Leave Act, up to \$200.00 daily or \$12,000.00 total.

***Question:*** Do I need to provide documentation to my employer that my child(ren)'s school or place of care is closed?

***Answer:*** Yes

***\*If you do not have access to a computer or to the internet at your home, the Tech department may be able to assist you. Please let your supervisor know if that is the case and they help to investigate options.***