

Employee unable to return to work.

# FLOWCHART OF LEAVE PROVISIONS FOR FAMILIES FIRST CORONAVIRUS RESPONSE ACT (FFCRA)



**CHARDON**  
LOCAL SCHOOLS

District sends Employee FFCRA Application  
[\(click here for form\)](#)

Is reason for the absence for FFCRA Reasons 1, 2, or 3?

Yes

Employee Chooses

Option 1

Up to 80 hrs. of Emergency Paid Sick Leave EPSL for a full-time employee. Paid leave at regular rate up to \$511/day. EPSL Leave does not deduct from Sick Leave balance.

Then

After the first "up to 80 hrs" are used, the employee may use other contractual leave.

Option 2

Contractual leave. This leave will be deducted from leave balance.

No

Is reason for the absence for FFCRA Reasons 4, 5, or 6?

Yes

Employee Chooses

Option 1

Up to 80 hrs. of Emergency Paid Sick Leave EPSL for a full-time employee. Paid leave at two-thirds pay up to \$200/day. EPSL Leave does not deduct from Sick Leave balance.

Then

After the first "up to 80 hrs" are used, the employee may use other contractual leave.

Option 2

Contractual leave. This leave will be deducted from leave balance.

Is the reason for the absence for FFCRA Reason 5?

Yes

Employee Chooses

Option 1

First two weeks unpaid.

Then

After first two weeks - FFCRA Expanded Family Medical Leave (EFML) for 10 weeks at 2/3rds pay up to \$200/day. The EFML does not deduct from contractual leave balance.

Option 2

First two weeks EPSL leave at two-thirds pay up to \$200/day. EPSL Leave does not deduct from Sick Leave balance.

Then

No

Complete FMLA Request and/or use applicable contractual leave.

Option 3

Contractual leave. This leave will be deducted from leave balance.