



Human Resources with
a Human Touch
HR TOUCH CONSULTING

March 23, 2020

Dear HR Touch Consulting Clients and Friends,

As we have recently learned many of our employers must offer paid leave under a new Coronavirus Relief Law. Please review this memo outlining some of the provisions this new federal law has in store for organizations with less than 500 employees. HR Touch Consulting is currently waiting on further guidance from the Department of Labor as we begin to roll this out to our employees with a current effective date of April 2nd. In the meantime, here is what we know:

Paid Sick Leave will cover your employee if he/she:

- Has been ordered by the government to quarantine or isolate because of COVID-19.
- Has been advised by a health care provider to self-quarantine because of COVID-19.
- Has symptoms of COVID-19 and is seeking a medical diagnosis.
- Is caring for someone who is subject to a government quarantine or isolation order or has been advised by a health care provider to quarantine or self-isolate.
- Needs to care for a son or daughter whose school or childcare service is closed due to COVID-19 precautions.
- Is experiencing substantially similar conditions as specified by the secretary of health and human services, in consultation with the secretaries of labor and treasury.

Please note that the sick leave must be paid at the regular employee rate of pay for the first three reasons listed. If an employee is taking leave due to caring for someone else in quarantine or a child whose child care is closed that employee may be compensated at two-thirds their regular rate of pay. Companies can use Vacation or PTO benefits to compliment the sick leave in order to pay out an employee's full salary just as many companies do for Short Term Disability benefits.

In this time it is important for our clients to know that if you have under 50 employees and the Coronavirus Relief Law named The Families First Coronavirus Response Act (H.R. 6201) will create a hardship that may possibly put you out of business you may qualify for an exemption. It is also important to note that employers who are not exempt from this new provision know that they cannot retaliate against any employee who takes this leave in accordance with the act.

We are recommending you stay tuned for updates from the Department of Labor, review your current leave policies and benefits, and communicate with your staff as we continue to learn about how to deal with our current situation.



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This new provision will work very similar to the current Family Medical Leave Act and will require that employers reinstate employees in the same job or an equivalent position when they can return to work.

This legislation is new to us, currently we do not expect to be an expert. However, we aim to communicate early and often as we continue to learn more about how we will administer it. We suggest that covered employers begin to draft the new policy and outline the required benefits and eligibility criteria. We will be sure to see new information from the Department of Labor in the next two weeks.

If you have additional questions, feel free to contact me at Melinda.HR@gmail.com.

Kind regards,

Melinda.