

EdAdvance

Educate • Collaborate • Innovate



Health and Wellness
Leave
(Connecticut's New Paid Sick
Leave Law)

Agenda

- Why was this law created?
- Who Does it Apply too? Who is exempt?
- Reasons for Health and Wellness Leave
- Definitions
- Accrual of Health and Wellness Leave
- Usage of Health and Wellness Leave
- Documentation
- Break in Service
- Discipline



Connecticut's 2025 paid sick leave law was created to expand sick leave coverage to more workers, and to help ensure that people don't have to choose between going to work sick and losing a day's pay.



Who Does it Apply to?

“Employer” means any person, firm, business, educational institution, nonprofit agency, corporation, limited liability company or other entity, including municipalities and the state. No exclusion for public sector employers.

All employees, including full-time, part-time, temporary and per diem employees, are covered by the law.

Only seasonal employees working 120 days or less in a year do not qualify as employees under the law.

Be Mindful of Seasonal Employees

- Employees initially hired for fewer than 120 days become eligible for health and wellness leave on their 121st workday.
- They will accrue and may use leave retroactively from their first 120 days of employment.

Best practice:

- Accurately specify the **expected number of days per year** on the recommendation for hire form.
- **Notify HR immediately** if an employee is expected to exceed 120 days and submit a **Change in Status** form.

Reasons For Leave

1. For (a) the employee's own illness, injury, or health condition; (b) the medical diagnosis, care or treatment of an employee's mental or physical illness, injury, or health condition; (c) preventative medical care for an employee's mental or physical health, or (d) a mental health wellness day during which an employee attends to the employee's emotional and psychological well-being in lieu of attending a regularly scheduled shift.
2. For (a) the employee's family member's illness, injury, or health condition; (b) the medical diagnosis, care, or treatment of such family member's mental or physical illness, injury, or health condition; or (c) for preventative medical care for such family member's mental or physical health.

Reasons For Leave

3. For closure by order of a public official, due to a public health emergency, of an employer's place of business, or a covered family member's school or place of care;
4. For a determination by certain entities that the employee or the employee's family member poses a risk to the health of others due to such employee's or family member's exposure to a communicable illness, whether or not the employee or family member contracted the communicable illness, and
5. Where an employee or an employee's family member is a victim of family violence or sexual assault, provided such employee is not the perpetrator or the alleged perpetrator of such family violence or sexual assault, for (a) medical care or psychological or other counseling, (b) obtaining services from a victim services organization, (c) relocating due to such family violence or sexual assault, or (d) participating in any civil or criminal proceedings related to or resulting from such family violence or sexual assault.
 - Call HR if the need for leave is due to family violence because there are unpaid days given to an employee under these circumstances.

Definitions

- **Family member:** a spouse, sibling, child, grandparent, grandchild, or parent of an employee, or an individual who is related to the employee by blood or by an affinity whose close association the employee can show to be equivalent to those family relationships.
- **Child:** a biological, adopted, or foster child, stepchild, or legal ward of an employee who is standing in loco parentis (standing in the place of the parent), or an individual to whom the employee stood in loco parentis when that individual was a child. The child can be of **any age**.
- **Grandchild:** related to a person by blood, marriage, adoption, or foster care, by a child of the grandparent.
- **Parent:** a biological, foster, or adoptive parent, stepparent, parent-in-law, or legal guardian of an employee or employee's spouse. A parent can also be an individual who is now standing (or has previously stood) in loco parentis to an employee.
- **Sibling:** a brother or sister related to the employee by blood, marriage, adoption, or foster care placement.
- **Spouse:** a person who is legally married to an employee under the laws of any state, or a domestic partner of an employee registered under the laws of **any** state or political subdivision (counties, townships, etc.).
- **Mental Health Wellness Day:** a day during which an employee attends to their emotional and psychological well-being in lieu of attending a regularly scheduled shift. Leave for this reason can be more than a day.

Accrual of Health and Wellness Leave

Accrual Details:

- Earned at **1 hour per 30 hours worked** (July 1 – June 30)
- Applies to hours worked only (excludes paid or unpaid time off)

Exempt employees (those not eligible for overtime):

- Assumed to work **40 hours per week**, with no accrual for hours beyond 40

Current employees (not seasonal):

- **Effective January 1, 2025**
 - **Part-time Hourly Employees:**
 - Begin accruing leave after 120 days of employment and can start using it immediately
 - **Full-time Employees (35+ hours/week)**
 - Receive a frontload of 5 days and can start using leave immediately

New Hires (after January 1, 2025):

- Accrual begins on the **first day of work**
- Leave can be used **120 calendar days of employment**

Carry-Over of Health and Wellness Leave

Accrual and Carry-Over:

- Employees accrue **40 hours of health and wellness leave per year**
- Up to 40 unused hours may be carried over to the next benefit year
 - Maximum usage: 40 hours per year

Important Notes:

- Unused health and wellness leave **will not be paid out.**
- Full-time employees maintain their regular sick day allotment.
 - **40 hours** can be used as health and wellness leave.
- Leave must be used in **1-hour increments**. If an employee enters 2.5 hours they will need to enter 3 hours.

Example:

- An employee accrues 40 hours and uses 30 hours by **June 30th**.
- On July 1st, they carry over **10 hours** to the new benefit year.



Documentation

- Employers are prohibited from requiring employees to provide any documentation showing that their leave is being taken for a covered reason under the law.
 - You can ask, “Is your absence due to one of the covered reasons under the Health and Wellness Leave?”
- Employees are not required to provide advance notice before using Health and Wellness Leave.
 - However, when calling out, employees should do their best to notify us as soon as practicable, following our policy of requesting time off in ESS.



Documentation

- Employers may enforce their standard attendance and time-off policies for any paid sick leave hours used beyond the 40-hour limit.
- If sick leave overlaps with a law (e.g., FMLA) requiring return-to-work documentation, may be requested but cannot deny the use of Health & Wellness Leave for permitted purposes.

Discipline

- Employers may not discipline or discriminate against an employee for using Health and Wellness Leave in accordance with the law.
- Employers may take disciplinary action against employees who use health and wellness leave for purposes other than those described in the law.



Break in Service

- Any termination of an employee's employment, whether voluntary or involuntary, shall be considered a break in service.
- If subsequently rehired the employee:
 - Loses all health and wellness paid leave accrued prior to the break
 - Retains the calendar days worked towards the 120 calendar days requirement, and
 - Begins to accrue sick leave upon rehire
- If rehired as a seasonal employee (under 120 days/year) they are ineligible

FAQ from the DOL

- Can an employer require employees to find a replacement before using Health and Wellness Leave?
 - No. Employers cannot require employees to find someone to cover their hours before allowing them to use accrued Health & Wellness Leave.
- Does an employee have to use other sick time before using Health and Wellness Leave?
 - No. There is no requirement for the order in which sick leave types are used. Employees must be allowed to use accrued Health and Wellness Leave when needed in accordance with the law.

- Accruals will be added and will be in ESS before January 10, 2025.
- Staff can begin to use Health & Wellness Leave as of January 1, 2025.

1.

Educate • Collaborate • Innovate

Request Time Off

Step 1 of 4: Select Dates

Click to select each date that you would like to take off. (Click again to deselect).

<< PREVIOUS
NEXT >>

December 2024							January 2025							February 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
									1	2	3	4						1		
1	2	3	4	5	6	7	5	6	7	8	9	10	11	2	3	4	5	6	7	8
8	9	10	11	12	13	14	12	13	14	15	16	17	18	9	10	11	12	13	14	15
15	16	17	18	19	20	21	19	20	21	22	23	24	25	16	17	18	19	20	21	22
22	23	24	25	26	27	28	26	27	28	29	30	31	23	24	25	26	27	28		
29	30	31																		

CONTINUE

2.

Educate • Collaborate • Innovate

Request Time Off

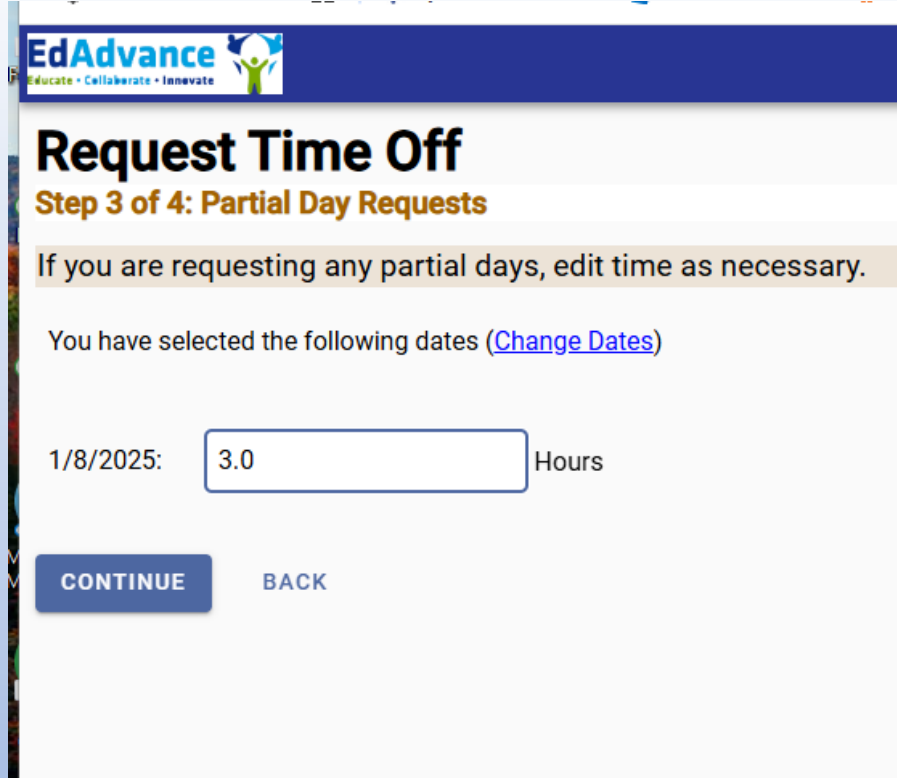
Step 2 of 4: Select Type

Select the type of time off you would like to take from which

	Type
<input type="radio"/>	SICK
<input type="radio"/>	VACATION
<input type="radio"/>	PERSONAL
<input type="radio"/>	HOLIDAY
<input type="radio"/>	FLEXIBLE
<input type="radio"/>	BEREAVEMEN
<input checked="" type="radio"/>	HLTH&WELL

CONTINUE
BACK

3.



Request Time Off
Step 3 of 4: Partial Day Requests

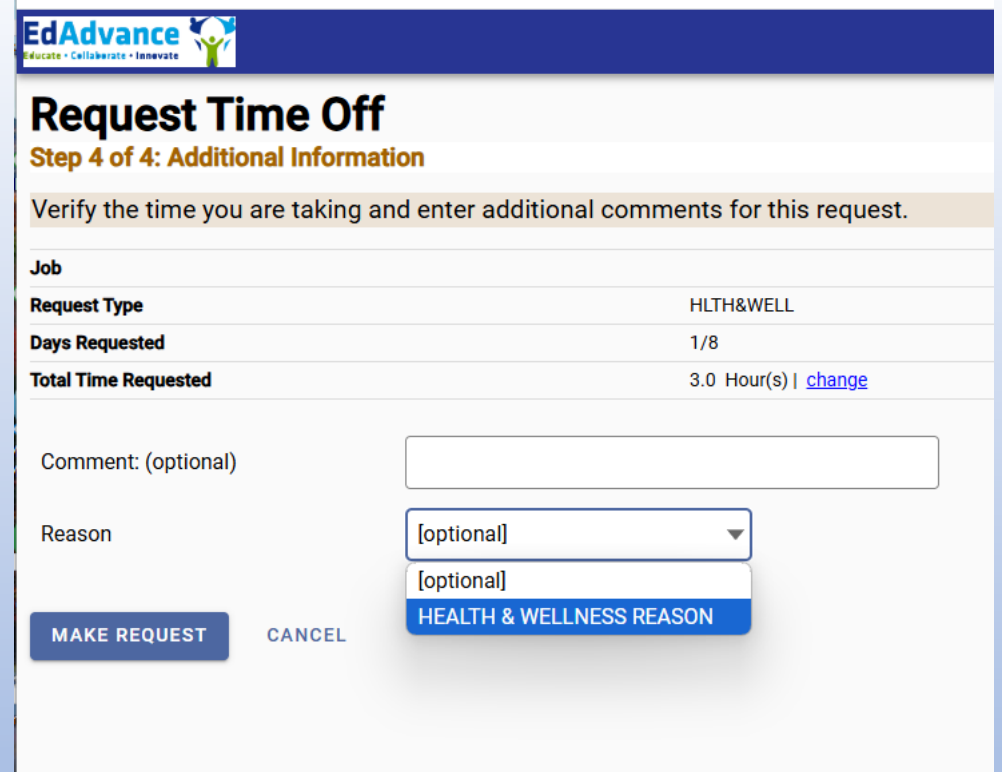
If you are requesting any partial days, edit time as necessary.

You have selected the following dates ([Change Dates](#))

1/8/2025: Hours

CONTINUE **BACK**

4.



Request Time Off
Step 4 of 4: Additional Information

Verify the time you are taking and enter additional comments for this request.

Job	
Request Type	HLTH&WELL
Days Requested	1/8
Total Time Requested	3.0 Hour(s) change

Comment: (optional)

Reason:

MAKE REQUEST **CANCEL**



EdAdvance exists to promote the success of school districts and their communities. Collaboratively with them, we provide educational and related services. A continuing commitment to quality and excellence is our standard of performance.

To achieve our mission, we are committed to the "Three Cs":

Connection

We actively listen to, engage with, and learn from our colleagues within the agency and our constituents across the region and state. This fosters and strengthens partnerships, leading to true understanding of our region.

Culture

We strive to achieve "Systemness", where everyone embraces and is committed to the success of our agency as a whole. This internal climate of cooperation is evident to our school district and community partners.

Customization

We focus on "Culture" and "Connection" to increase our capacity to provide flexible solutions, services, and supports tailored to the unique needs of the school districts and communities we serve and at the level of excellence they expect.

Questions

