

PAID LEAVE OREGON

Begins Sept. 3, 2023

Paid Leave Oregon is a new state program that allows Oregon employees to take paid time off to care for qualified family members, employee's own health, and safety.

New law creates insurance program funded by both the employer and employee through a payroll tax deduction



Who pays for it and how much?

- Contributions begin **Sept. 1, 2023**
 - Employees will see this on their Sept. 1 paycheck, listed in the taxes section, named: “Paid Leave - OR”
- Premium rate is **1%** of wages
 - Employers pay **40%** of the premium cost and employees pay **60%**.
 - For example, employees will contribute \$6 for every \$1,000 in taxable wages.

Who is eligible to receive Paid Leave?

EMPLOYEES WHO...

- Received at least \$1,000 of wages from Oregon employment during the **qualifying period**.
- Earned wages from multiple employers will cause an employee to qualify for benefits.
 - Must be employed by Asante for at least 90 days for job protection.

What is the qualifying period?

Under the new law, a “qualifying period” is

The first 4 out of the last 5 completed calendar quarters



OR

The last 4 completed quarters immediately before the employee applies for leave



What are the qualifying reasons for leave?



FAMILY LEAVE

- Care for a qualifying family member with a serious health condition.
- Bonding after birth or placement of child during the first 12 months.



MEDICAL LEAVE

- An employee's own serious health condition.



SAFE LEAVE

- To seek medical or legal aid, relocation, or services related to domestic violence, stalking, harassment, or sexual assault.

What are the qualifying family relationships?

FAMILY LEAVE

- Parent (in-laws and step-parents are included).
- Child of any age.
- Spouse or domestic partner.
- Sibling (in-laws and stepsiblings are included).
- Grandchild.
- Grandparent.
- Any individual related by blood or affinity whose close association with a covered individual is the equivalent of a family relationship.

What is not covered under Paid Leave Oregon?

- Program exclusions:
 - Workers' compensation benefits.
 - Unemployment insurance benefits.
- Leave types:
 - Bereavement (covered only under OFLA).
 - Mildly ill child (covered only under OFLA).
 - Leave/time of less than one workday.

How much leave time can employees take?



12
weeks

12 weeks of **paid** medical, family or safe leave

How much leave time can employees take?



14 weeks of paid leave if the employee needs leave for limitations related to pregnancy, childbirth or a related medical condition, including lactation.

How much pay do employees receive?

- Employees earning less than or equal to 65% of the state's average weekly wage will receive 100% of their wages while on leave.
 - Oregon's 2023 SAWW = \$1,269.69.
 - An income of about \$41,000 per year would receive 100% benefit.
- Higher-paid workers will receive a lower percentage based on a sliding scale:
 - 65% of the SAWW (\$825.30 based on 2023), plus
 - 50% of the covered individual's average weekly wage (AWW) that is above 65% of the SAWW.
 - Maximum weekly benefit for 2023: \$1,523.63.
- Employees can supplement with short-term disability, ETO and ESDP.

Contributions and benefit example

| Annual earnings (weekly earnings) | Annual employee Paid Leave contributions | Annual employer Paid Leave contributions | One week's Paid Leave benefits |
|--------------------------------------|---------------------------------------------|---------------------------------------------|--------------------------------|
| \$40,000 (\$769.23) | \$240 | \$160 | \$769.23 |
| \$52,000 (\$1,000) | \$312 | \$208 | \$912.65 |
| \$65,000 (\$1,250) | \$390 | \$260 | \$1,037.65 |
| \$80,000 (\$1,538.46) | \$480 | \$320 | \$1,181.88 |
| \$100,000 (\$1,923.08) | \$600 | \$400 | \$1,374.19 |
| \$120,000 (\$2,307.69) | \$720 | \$480 | \$1,523.63* |

*State average weekly wage (SAWW) – current \$1,269.69 for 2023

*Max benefit capped at 120% of current SAWW (initial max = \$1,523.63/week)

Contributions capped at 1,329/year max

How to apply for benefits

STEP 1:

- Notify leader as soon as possible for scheduling reasons.
- Apply for a leave in myAsanteTime 30 days when foreseeable.
 - Asante HR Absence Management will send out paperwork and next steps to Asante and personal email address if known.
 - Employees will receive intake questions sent via email.
 - Employees turn in documentation to Asante for OFLA/FMLA leave.

STEP 2:

- Submit claim request to MetLife via phone, or web portal for Paid Leave Oregon benefits.
- Return completed medical certification.

IMPORTANT

- Do not apply for benefits through Frances online/state website. This may cause a delay in benefits.
- MetLife application will open Sept. 3 (not earlier).

Resources for employees

- Updated leaves of absence policy – coming in September.
- Resources available on myHR:
 - FAQs.
 - Overview.
 - How to apply for benefits with MetLife.



Leaves and Time Off

Access information related to Leaves and Time Off below.

[Link to myAsanteTime \(formerly known as Kronos\)](#)

[My Time Off Balances](#)

Request a Leave or Time Off

[1- Paid Leave Oregon - Overview](#)

[2- Paid Leave Oregon - MetLife - How to Request Paid Leave Benefits](#)

[3- Paid Leave Oregon – FAQ's](#)

[How to Request a FMLA or OFLA Leave of Absence](#)

[Link to myAsanteTime \(formerly known as Kronos\)](#)

[My Time Off Balances](#)

[Request ETO or Time Off](#)

Questions?

- Email myasantebenefits@asante.org.
- Create a case in myHR.
- Find documents in myHR.
- Visit paidleave.oregon.gov (not for filing a leave).
- Contact your assigned leave analyst for any active leave.