
WHAT YOU NEED TO KNOW NOW FOR APPLICABLE STATE BENEFITS

California employees ONLY

If you work in California, you may be entitled to a Paid Family Leave (PFL) benefit.

Who is eligible for this State Benefit?

Workers in California who have a loss of wages when they need to take time off work to care for a seriously ill child, parent, parent-in-law, grandparent, grandchild, spouse or registered domestic partner, or to bond with a new child entering the family, may be eligible for Paid Family Leave (PFL) benefits.

Eligibility Requirements

In order to be eligible for PFL benefits, you must:

- Be unable to do your regular or customary work for at least eight days due to the need to care for a family member with a serious health condition or to bond with a new child.
- Be employed or actively looking for work at the time your family leave begins.
- Have lost wages because you were caring for a seriously ill family member or bonding with a new child.
- Have earned at least \$300 from which SDI deductions were withheld during your base period. For additional information, visit [Calculating Paid Family Leave Benefit Payment Amounts](#).
- Complete and submit a claim form within nine (9) days of the first day of your family leave, but no later than 41 days after your family leave begins or you may lose benefits. The first day you may submit a claim form is nine days after the first day your family leave begins.
- Provide a medical certificate on your care claim for a seriously ill family member. The certificate must be completed by the care recipient's physician/practitioner.
 - A nurse practitioner may certify to a need for care within his/her scope of practice; however, he/she must perform a physical examination and collaborate with a physician or surgeon.
 - If the care recipient is under the care of a religious practitioner, request a *Practitioner's Certificate* (DE 2502), from an SDI office. Certification by a religious practitioner is acceptable only if the practitioner has been accredited by the Employment Development Department.

Please note that your employer will be notified that you have submitted a PFL claim. However, your medical information is confidential and will not be shared with your employer.

HOW TO APPLY FOR THIS STATE BENEFIT

- **Please request a form** at 1-800-480-3287 or **apply online** at http://www.edd.ca.gov/File_and_Manage_a_Claim



About California Paid Family Leave

California's Paid Family Leave program was created for those moments that matter. Benefits are available to care for a seriously ill family member, to bond with a new child, or to participate in a qualifying military event.

Facts About California Paid Family Leave

- Provides up to eight weeks of partial wage replacement benefits. Leave doesn't have to be taken all at once.
- Provides approximately 60 to 70 percent of your weekly salary.
- Funded through your State Disability Insurance tax withholding, noted as "CASDI" on paystubs, or a qualifying voluntary plan paid into in the past 5 to 18 months.
- To bond with a new child, leave can be taken anytime within the first 12 months of a child entering your family.
- Citizenship and immigration status do not affect eligibility.

What if My Claim Is Denied?

If your claim is denied, you have the right to:

- Know the reason for denial.
- Appeal decisions about your eligibility for benefits. Visit [Appeals](http://edd.ca.gov/Disability/Appeals.htm) (edd.ca.gov/Disability/Appeals.htm) for information.

All claim information is confidential except for purposes allowed by law.



Paid Family Leave

Be there for the moments that matter.

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| English | 1-877-238-4373 |
| Spanish | 1-877-379-3819 |
| Cantonese | 1-866-692-5595 |
| Vietnamese | 1-866-692-5596 |
| Armenian | 1-866-627-1567 |
| Punjabi | 1-866-627-1568 |
| Tagalog | 1-866-627-1569 |
| TTY | 1-800-445-1312 |

Visit a [Paid Family Leave or State Disability Insurance Office](http://edd.ca.gov/Disability/InsuranceOffice) (edd.ca.gov/Disability/InsuranceOffice) near you to obtain claim forms, receive information, or speak to a representative.



CALIFORNIA PAID FAMILY LEAVE

Helping Californians be present for the moments that matter.



For more information, visit:

CaliforniaPaidFamilyLeave.com

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling 1-866-490-8879 (voice). TTY users, please call the California Relay Service at 711.



Do I Qualify for California Paid Family Leave?

To qualify for Paid Family Leave benefits, you must:

- Take time off from work to care for a seriously ill family member, to bond with a new child or to participate in a qualifying military event.
- Be covered by State Disability Insurance or a voluntary plan in lieu of State Disability Insurance.
- Have earned at least \$300 in the past 5 to 18 months.
- Submit your claim no later than 41 days after you begin your family leave. Do not file before your first day of leave.

How Are Benefit Amounts Calculated?

Benefits are 60 to 70 percent of your highest quarterly earnings 5 to 18 months before your claim begins.

Estimate your benefits at [Disability Insurance and Paid Family Leave Calculator](http://edd.ca.gov/PFL_Calculator) (edd.ca.gov/PFL_Calculator).



Does Paid Family Leave Provide Job Protection?

California Paid Family Leave does not provide job protection. Job protection may be provided if you qualify under other laws:

- Federal [Family and Medical Leave Act](http://dol.gov/agencies/whd/fmla) (dol.gov/agencies/whd/fmla).
- California Family Rights Act. [Department of Fair Employment and Housing](http://dfeh.ca.gov) (dfeh.ca.gov).
- New Parent Leave Act. [Department of Fair Employment and Housing](http://dfeh.ca.gov) (dfeh.ca.gov).

Notify your employer of your plan to take leave and the reason for taking leave according to your company's policy.

How Do I Apply for Benefits?

You can apply for Paid Family Leave benefits using [SDI Online](http://edd.ca.gov/SDI_Online) (edd.ca.gov/SDI_Online).

To file by mail, you must complete and submit a *Claim for Paid Family Leave (PFL) Benefits* (DE 2501F) form. Learn more at [File a Paid Family Leave Claim by Mail](http://edd.ca.gov/disability/How_to_File_a_PFL_Claim_by_Mail.htm) (edd.ca.gov/disability/How_to_File_a_PFL_Claim_by_Mail.htm).

Caregiving Claims

Provide medical certification for your seriously ill family member who requires your care. This certification needs to be from their licensed health professional. You must also provide information about the family member you are caring for and their signature.

Bonding Claims

Provide documents that show your relationship to your child. This can be a copy of your child's birth certificate, adoptive placement agreement, or foster care placement record.

If you are currently receiving pregnancy-related Disability Insurance benefits, it is not necessary to request a Paid Family Leave claim form. The form to file for bonding will be sent through your SDI Online account or by mail when your pregnancy-related disability claim ends.

Military Assist Claims

Military assist claims require two types of supporting documents. This can be proof of covered active duty or call to covered active duty and documentation of the qualifying event.

Voluntary Plans

If you are covered by a voluntary plan, contact your employer for information about your coverage and instructions on how to apply for benefits.

SDI Online Tips

Are you unable to work because of a pregnancy, non-work-related disability or need to bond with a new child, care for an ill family member, or assist a military family member? Use SDI Online to apply for Disability Insurance (DI) or Paid Family Leave (PFL) benefits!

Get Started Today! Create a Benefit Programs Online Login

If you already have a Benefit Programs Online (BPO) login, you may skip this step.

- Visit [Benefit Programs Online \(BPO\)](http://edd.ca.gov/BPO) (edd.ca.gov/BPO) and select **Register**.
- Enter a personal email and create a password.
- Choose a personal image and caption. Select and answer the security questions.
- Check your email. Select the unique link within 48 hours to complete the process or you'll need to start over.

Make sure to check your junk/spam folder if you don't see this message in your inbox.

Register in SDI Online

Log in to BPO and select **SDI Online** to begin registration.

- Select the **Register as a Claimant** link.
- Enter all required information such as legal name and date of birth as it appears on your California driver license (CDL) or identification (ID) card.
- Select **Submit** and save your EDD Customer Account Number for future reference.

You will need to file by mail if you do not have a CDL or ID.

File your DI or PFL Claim

Log in to BPO and select **SDI Online** to get started.

- Select **New Claim**.
- Select the appropriate link to apply for DI or PFL benefits.
- Enter all required information including your employer's details, last date worked, wages received after you stopped working, and any workers' compensation information, if applicable.
- Review the information on the Summary Page and select **Submit**.

After submitting your claim, a confirmation page will display. Save your receipt number and follow the instructions to complete your DI or PFL claim.

What's Next?

DI claims require a medical certification for your disability. Provide your receipt number to your [licensed health professional](http://edd.ca.gov/en/Disability/Physicians-Practitioners) (edd.ca.gov/en/Disability/Physicians-Practitioners).

Care claims require a completed *Claim for Paid Family Leave (PFL) Benefits* (DE 2501FC) uploaded to the claim. The licensed health professional can complete their certification through SDI Online or by using the DE 2501FC.

Bonding claims require proof of relationship documentation:

- Child's birth certificate.
- Foster care placement record.
- Adoptive Placement Agreement.
- New mothers transitioning from a DI pregnancy claim do not need to submit proof of relationship documentation.

Military Assist claims require supporting military documentation:

- Covered active duty orders.
- Letter of impending call or order to covered duty.
- Documentation of leave for Rest and Recuperation.
- Documentation of the qualifying events.

After you upload all necessary documents, we will review your claim and notify you of approval or denial within 14 days.

For additional help with your SDI Online account, view the [SDI Online Tutorials](http://edd.ca.gov/disability/SDI_Online_Tutorials) (edd.ca.gov/disability/SDI_Online_Tutorials.htm).