

FFCRA INFORMATION MEMORANDUM

TO: ALL LDH EMPLOYEES

FROM: Lauren Guttzeit, Human Resources Director

DATE: February 10, 2021

SUBJECT: THE FAMILIES FIRST CORONA RESPONSE ACT (FFCRA)

The FFCRA required LDH to provide paid sick leave to its employees for specified reasons related to COVID-19. As of April 1, 2020, compliance with the FFCRA for qualifying absences due to COVID-19 was mandatory until the expiration of this federal law on December 31, 2020.

The Consolidated Appropriations Act, 2021, that was recently passed and signed, gives employers the option to continue to provide paid leave in accordance with FFCRA for qualifying reasons. This discretionary authority is authorized by the Act through March 31, 2021.

Given the continual rise in the number of COVID-19 cases in the State of Louisiana, LDH has been directed by the Division of Administration to continue to grant paid sick leave in accordance with the FFCRA for qualifying reasons. This paid sick leave shall continue to be granted through the Emergency Paid Sick Leave Act (EPSLA) and the Emergency Family and Medical Leave Expansion Act (EFMLEA), which is outlined in the FFCRA. The mandatory use of FFCRA is effective retroactively to January 1, 2021 and will continue through March 31, 2021.

Additionally, LDH has also been directed to continue to grant paid sick leave in accordance with FFCRA through the EPSLA and EFMLEA to unclassified employees for qualifying absences for this extended period of time.

NOTE: Please refer to https://ldh.la.gov/assets/oph/Coronavirus/resources/HR/FFCRA_RequestForm-fillable.pdf to access the new Employee Request for Leave Under the FFCRA form for all FFCRA leave requests submitted January 1, 2021 to March 31, 2021. If you are seeking to request an extension of a FFCRA leave request that was granted with an end date of December 31, 2020, please complete and submit a **new FFCRA** form to reflect that extension request.