

## Parental Leave FAQ

### What am I eligible for under this policy?

<p>12-month faculty and associated job codes: Instructors (1105), Senior Instructors (1104), Assistant Professors (1103), Associate Professors (1102), Professors (1101), Distinguished Professors (1100), Assistant Professors (C/T, 1203), Associate Professors (C/T, 1202) and Professors (C/T, 1201)</p> <p>Assistant Professors – Research (1303), Associate Professors- Research (1302), Professors – Research (1301), Research Instructors (1304), Faculty Research Associates (1307), Visiting Research Associates (1308), Professional Research Assistants (1310), Sr. Professional Research Assistants (1309), Research Associates (1306) and Sr. Research Associates (1305), Research Sr. Instructors (1311)</p>	<p>Entitled to 160 hours of paid parental leave to be used in a continuous block of time and, inclusive of the aforementioned paid leave period, up to an additional five months of leave used as a continuous block of time or, if requested and approved, intermittently.</p>
<p>University Staff</p>	<p>Entitled to 160 hours of paid parental leave to be used in a continuous block of time and, inclusive of the aforementioned paid leave period, up to an additional five months of leave used as a continuous block of time or, if requested and approved, intermittently.</p>
<p>Twelve-month faculty appointed to other titles not listed above</p>	<p>Standard FMLA benefits apply</p>
<p>Classified Staff</p>	<p>Entitled to 160 hours of paid parental leave to be used in a continuous block of time and, inclusive of the aforementioned paid leave period, up to an additional five months of leave used as a continuous block of time or, if requested and approved, intermittently.</p>
<p>9-month faculty</p>	<p>Refer to System APS 5019</p>
<p>Post-docs</p>	<p>Standard FMLA benefits apply</p>

### **Will my benefits or employment status be affected if I take paid parental leave?**

- No, you remain on full pay status during approved parental leave. The University will continue to pay the employer portions of your elected benefits, and you remain responsible for the employee portion. You will continue to earn service credit and CU retirement contributions as normal. Vacation and sick time accruals also continue.

In addition to paid parental leave, tenure-eligible or continuing-eligible faculty may request a tenure/continuing status clock delay based on the birth or adoption of a child.

### **I have purchased short-term disability insurance that pays benefits following the birth/adoption of a child. Can I still receive paid parental leave?**

- Yes, you may select the period of time that you wish to use the 160 hours of University paid parental leave within a year from qualifying event

### **Can I work part-time during the University paid portion (160 hours based on FTE) parental leave?**

- No. It must be taken in a continuous block of time.

### **I am adopting an older child, not an infant. Can I take parental leave?**

- Yes. Adoption is a qualifying situation.

### **If I give birth to or adopt more than one child, would I be eligible for more than six weeks of paid parental leave?**

- No, each eligible employee may take one paid parental leave in a rolling 12-month period. The birth or adoption of multiple children does not increase the length of leave approved for that event.

### **If I get married and adopt my new spouse's children, am I eligible for paid parental leave?**

- Yes. Adoption is a qualifying condition.

### **How do I apply for the benefit?**

- Please see the form found at: [https://ucdenverdata.formstack.com/forms/parental\\_leave\\_form](https://ucdenverdata.formstack.com/forms/parental_leave_form)

### **Who should I contact if I have questions about the Paid Parental Leave Benefit?**

- [HR.ParentalLeave@ucdenver.edu](mailto:HR.ParentalLeave@ucdenver.edu)

### **What happens if a holiday falls during a paid parental leave?**

- That day is recorded as a paid holiday, and does not count toward the 160-hour paid parental leave maximum.

### **Can I use my University Paid Parental (160 hours) Leave intermittently?**

- No, the University paid portion of parental leave must be taken in a block. The remaining 20 weeks may be taken intermittently after negotiating with, and upon the approval of, the department.

### **What if my spouse or partner is also a faculty member?**

- If both parents are eligible faculty or staff members, they may take the 160 hours of paid leave either simultaneously or consecutively.

### **How does paid parental leave work with Family Medical Leave?**

- It runs concurrently with that job-protected leave.

### **How often may a faculty or staff member use paid parental leave?**

- This benefit may be utilized once in a rolling 12-month calendar year.

### **Does use of paid parental leave affect the faculty member's leave balance?**

- As long as the employee is in a paid status, their leaves accrue as they normally would.

### **If the faculty member is part-time, is the paid parental leave pro-rated?**

- Yes. Parental leave will be paid proportionate to the FTE assigned to the employee.

### **How will the university phase in this policy for qualified employees currently on leave?**

- During this phase-in period, the university will consider as eligible for the paid leave portion individuals who have been out for a continuous block of time for a qualifying condition under APS 5019 as of July 1, 2018.

### **When is the new Policy effective?**

- July 1, 2018.

### **If I am an eligible employee, and gave birth, adopted or fostered a child before the new Policy was in effect, am I still eligible to take the new paid parental leave?**

- Only eligible employees who are out on leave for a qualifying event under APS 5019 as of July 1, 2018 or later may receive the paid leave portion of this new benefit (this is a phase-in provision specific to the Denver | Anschutz campuses).

### **Are classified staff eligible to use the University Paid Parental Leave?**

- Yes, as of November 01, 2018.