



NEW YORK PAID FAMILY LEAVE (NYPFL)

available to people who WORK in the state of New York



New York Paid Family Leave (NYPFL)

New York Paid Family Leave allows eligible employees working in the state of NY, to take time away from work to bond with a child during the first 12 months following the birth, adoption, or fostering of a new child. It also allows you to care for a family member with a serious health condition. You may also take leave to assist loved ones when a spouse, domestic partner, child or parent is deployed on active military service or has been notified of an impending military deployment abroad. During the COVID-19 pandemic, you may also be eligible to use NYPFL for quarantine/isolation for yourself or to care for a minor dependent child who is in quarantine/isolation due to COVID-19, if you do not have paid sick days available.

What it DOES do

- Pay 67% of your average weekly wage (AWW), capped at 67% of the New York State Average Weekly Wage for up to 12 weeks.

What it DOES NOT do

- Pay your full salary/hourly rate
- Allow you to take time off for your own health conditions (except for COVID-19) or your own military deployment.

Who can take NYPFL?

- **Full-time employees:** NY State employees who work a regular schedule of 20 or more hours per week are eligible after 26 consecutive weeks of employment.
- **Part-time employees:** NY State employees who work a regular schedule of less than 20 hours per week are eligible after working 175 days, which do not need to be consecutive. (Employees with irregular schedules should look at their average schedule to determine if they work, on average, fewer than 20 hours per week.)

How is NYPFL funded?

- NYPFL benefits are entirely funded by W2 employees working in the state of NY, through payroll deductions up to an annual maximum contribution.
- Each year, the Department of Financial Services sets the employee contribution rate to match the cost of coverage.

Can Employees Opt Out?

- Employees may submit a request to opt-out of NYPFL payroll deductions. Completed Opt-out forms [PFLWaiver EP-1](#) should be submitted to NYPFL@ep.com.
- But employees should be aware that if they opt out, then they don't have NYPFL benefits should they need it.

How to qualify for NYPFL

- You must be considered an active full or part time employee with a Studio working in the state of NY, at the time you apply.
- If you are between projects/shows (or at the time you expect to start your leave), your claim will be denied.
- EP will provide details on how your time is measured upon initial eligibility verification.
- If your payroll is being processed by a different payroll company, you will need to contact that other payroll company or its provider to file a claim.

How to apply for NYPFL

Email NYPFL@ep.com **30 days prior to leave** or as soon as practical if unforeseen.

Be sure to include:

- **Project/Show Name**
- **Contact at production who can verify your active employment status (name/email)**
- **Expected dates of leave**
- **Brief reason for leave**
- **Last four of SSN**

Although EP will provide confirmation of initial eligibility for NYPFL, final approval will be issued by our claim's administrator, NY Life. Claim processing times will vary depending on paperwork submission.



You are responsible for notifying the production/Studio of your impending leave. EP will not do this for you.