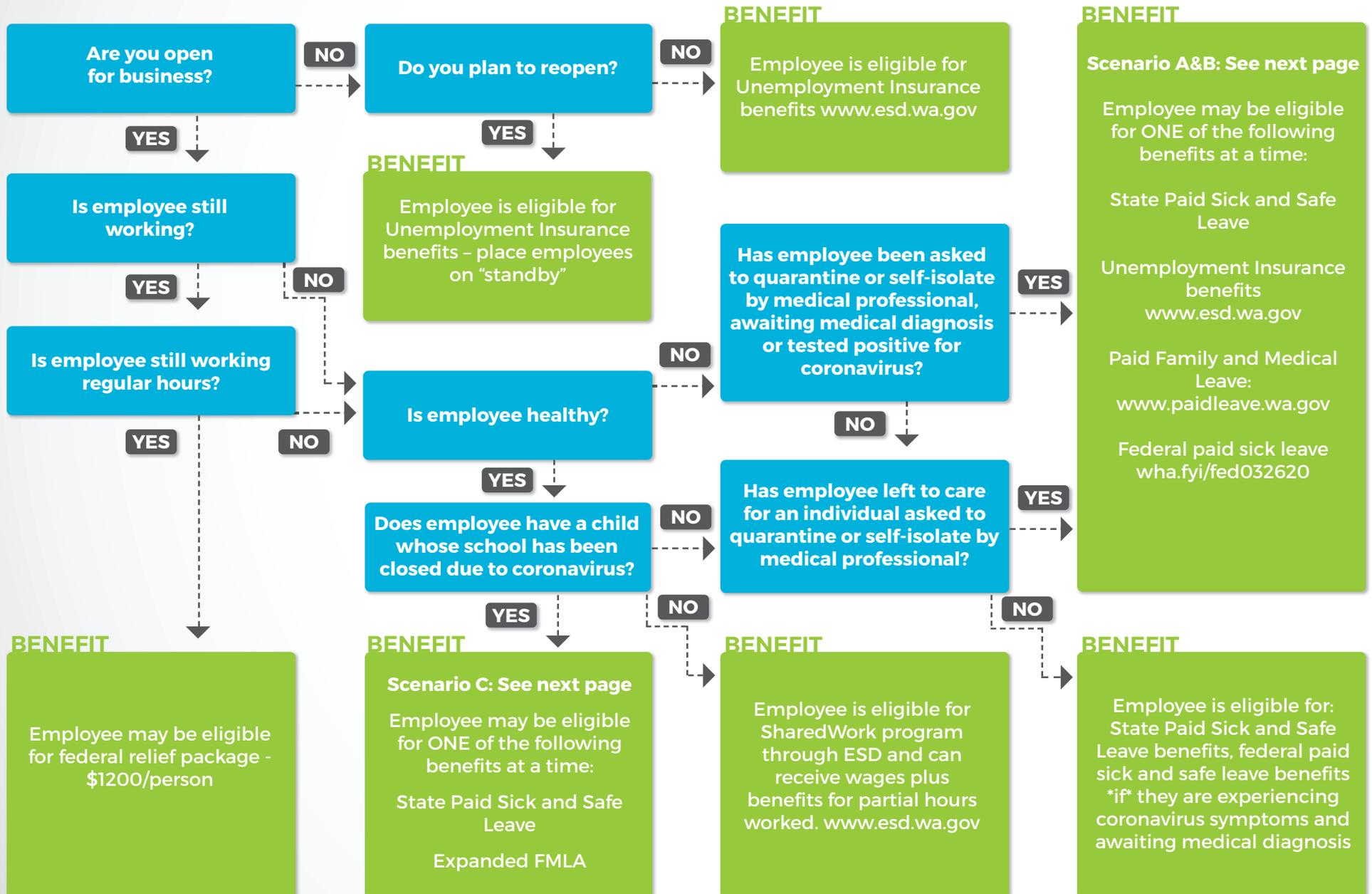




EMPLOYEE BENEFIT ELIGIBILITY FLOWCHART & FACTSHEET



**Scenario A:
If your employee
meets the following:**

- Your business is still open
- Your business has fewer than 500 employees
- The employee is still employed by you
- The employee has been ordered to self-quarantine, or is awaiting medical diagnosis or is caring for an individual who has been ordered to self-quarantine or isolate.

They are eligible for the following benefit(s), not to be taken at the same time.

1. State or local paid sick and safe leave, which is accrued at the rate of 1 hour for every 40 hours worked. This benefit replaces 100% of the base wages for the scheduled or regularly worked hours, paid entirely by the employer.
2. Federal paid sick leave, up to 80 hours at 100% of employee's base wages paid entirely by the employer, reimbursed through federal payroll taxes. Employee is eligible for 2/3rd of their base salary if they are caring for someone who is subject to quarantine or has been asked to quarantine or self-isolate.
3. Unemployment Insurance benefits. The benefit replaces wages at approximately 50% of the employee's average weekly earnings, including reported tips. This does not require additional payment by employer.

Note: an employee may elect to only take the federal leave and may bank or save the state and local leave for later. This may benefit the employer because the employer is not credited for state and local paid leave. An employer may not require the usage of one leave over another.

**Scenario B:
If your employee
meets the following:**

- Your business is still open
- Your business employs fewer than 500 employees
- The employee is still employed by you
- The employee has tested positive for coronavirus

They are eligible for the following benefit(s), not to be taken at the same time.

1. State or local paid sick and safe leave, which is accrued at the rate of 1 hour for every 40 hours worked. This benefit replaces 100% of the base wages for the scheduled or regularly worked hours, paid entirely by the employer.
2. Federal paid sick leave, up to 80 hours at 100% of employee's base wages paid entirely by the employer, reimbursed through federal payroll taxes.
3. Washington State Paid Family and Medical Leave reimburses a portion of employee's average weekly wage, not including tips.
4. Unemployment Insurance benefits. The benefit replaces wages at approximately 50% of the employee's average weekly earnings, including reported tips. This does not require additional payment by employer

Note: an employee may elect to only take the federal leave and may bank or save the state and local leave for later. This may benefit the employer because the employer is not credited for state and local paid leave. An employer may not require the usage of one leave over another.

**Scenario C:
If your employee
meets the following:**

- Your business is still open
- You employ fewer than 500 employees
- The employee is still employed by you
- The employee must leave work to care for a child whose school or childcare has been closed

They are eligible for the following benefit(s), not to be taken at the same time.

1. State or local paid sick and safe leave, which is accrued at the rate of 1 hour for every 40 hours worked. This benefit replaces 100% of the base wages for the scheduled or regularly worked hours, paid entirely by the employer.
2. Federal paid sick leave, up to 80 hours at 100% of employee's base wages paid entirely by the employer, reimbursed through federal payroll taxes.
3. Extended federal paid leave, up to 10 weeks at two-thirds of employee's wages paid entirely by the employer, reimbursed through federal payroll taxes, the first 10 days are unpaid (may use state or local paid sick and safe leave or federal paid sick and safe leave during that unpaid time). Employee is eligible for up to 12 total weeks.

Note: an employee may elect to only take the federal leave and may bank or save the state and local leave for later. This may benefit the employer because the employer is not credited for state and local paid leave. An employer may not require the usage of one leave over another.