



Paid Parental Leave

Kent County will offer regular full and part-time employees up to 80 hours of paid time off for birth of a child or temporary placement of the child for adoption, which take place on or after January 1, 2024 (May 16, 2024, for employees represented by TPOAM). The leave is paid based on the employee's hourly rate at the start of the leave.

Requests for paid parental leave must be made at least 30 days in advance where possible. The employee must apply with and be approved by TELUS Health. The employee should use the Non-Paid code on their timesheet. The instructions on how to apply with TELUS Health are on the benefits website:

<https://www.accesskent.com/Benefits/paid-parental-leave.htm>

The leave must be used continuously within the first 6 months following the birth or placement of adoption. It cannot be used intermittently.

Newly hired employees become eligible for paid parental leave the first day of the calendar month coinciding with or next following the date of hire.

The leave will run concurrently with FMLA. Employees can use paid parental leave even if not FMLA eligible, with prior supervisor approval based on staffing and workload requirements as determined by the department.

Paid parental leave cannot be used to supplement the Sickness and Accident benefit. The paid parental leave can be used after S&A ends, if applicable.

Multiple births/placements of children, at the same time, does not extend the amount of time available. Paid parental leave does not apply to grandchildren, foster children nor adoption of children from a spouse.

If both parents work for the County, each parent can use paid parental leave.

Paid parental leave is not pensionable income.