Healthy Families and Workplaces Act (2020) [1]

During the 2020 Regular Session, the Colorado legislature passed the Healthy Families and Workplaces Act [2] requiring employers across the state to provide paid sick leave to their employees. This law impacts employees across the state, including part-time employees not already covered by CU’s standard sick leave policy.

Beginning Jan. 1, 2021, all Colorado employers with 16 or more employees (and all employers, regardless of staff size, by Jan. 1, 2022) must provide paid sick leave for their employees at a minimum rate of 1 hour of sick leave for every 30 hours worked.

At CU, this law will largely impact part-time employees who work fewer than 20 hours per week. Because of their limited hours, plus the likelihood that this includes student employees with inconsistent schedules, the university is opting to calculate this sick leave on a prorated basis.

Key points

- This new policy does not affect employees currently covered by the standard sick leave policy.
- Affected employees will earn roughly .034 hours of sick leave per hour worked.
- Affected employees will be able to carry a maximum of 48 hours of sick leave from one fiscal year to the next.
- Affected employees will only be able to use 48 hours of sick leave per fiscal year, regardless of how much leave they have banked.
- Biweekly pay groups will have access to a new earnings code to pay employees for sick leave usage.
- Monthly pay groups will continue to use existing sick earnings codes to record sick leave.

Resources

Many employees who have not been leave-eligible before now will likely be unfamiliar with the process of checking their leave balance and using their leave. Likewise, supervisors who have only worked with non-leave eligible direct reports may be unfamiliar with the review and approval process.

These guides and resources can help employees navigate the leave request and approval process in the My Leave timekeeping system:

- My Leave Basics [3]
- My Leave for Supervisors [4]
- My Leave for Supervisors (Skillsoft course) [5]
FAQs

Q) How do I record absence for sick leave?

A) Employees in pay groups paid monthly can use the sick earnings codes that are already available. There are no new codes or processes to record this time.

Employees paid in a biweekly pay group will have a new Earnings Code – Hourly Sick Leave – that will pay the employee for absence time covered by the state sick leave plan as long as they have an available balance to use. Employees do not need to enter a second code to be paid. Entering HSK – Hourly Sick Leave alone will pay the employee for the hours of leave used.

Q) Will I be able to use my sick leave across my multiple jobs?

A) This depends on your specific situation. If all your positions are eligible for the same leave benefits – meaning all eligible for the state sick benefit, all eligible for the Classified leave benefit, or all eligible for the University Staff leave benefit – then your sick balance will be shared across those positions.

If you have positions with differing eligibility – such as a position eligible for Classified sick leave and a position eligible for the state sick leave – then those balances would not be shared with the positions enrolled in a different leave plan.

Please note: Employee positions paid through a contract currently do not accrue any leave within the HCM system and will not record or have access to that leave within My Leave. See your campus HR for details on usage of this leave.

Groups audience:
Employee Services

Source URL: https://www.cu.edu/employee-services/payroll/self-service/my-leave/healthy-families-and-workplaces-act-2020

Links

https://www.cu.edu/docs/my-leave-frequently-asked-questions

https://www.cu.edu/hcm-community/taking-leave

https://www.cu.edu/ope/aps/5062