



Paid Family Leave Update **WCB Publishes Employer Guidance & Statement of Rights**

Beginning January 1, 2018, qualifying employees in New York may begin using paid family [leave](#). Ahead of this date, the Workers' Compensation Board ([WCB](#)) [published](#) model language that employers may include in their mandatory written materials to employees spelling out their rights under this new law. The WCB's guidance states that employer materials should include:

- Name of paid family leave insurance carrier (or if employer is self-insuring for coverage).
- Whether employees may use accrued time to supplement paid family leave benefits.
- Whether paid family leave must be taken concurrently with any other type of leave (such as maternity leave).
- Employees' responsibility for covering health insurance premiums while using paid family leave.
- What an employee has to do to request paid family leave (such as notifying the employer at least 30 days in advance if the leave is foreseeable, and then filling out the appropriate forms).
- Whether the employer is subsidizing all or part of employees' paid family leave premiums.

Employers are also required to give a [Statement of Rights](#) to employees who take paid family leave, and post a notice of compliance provided by their insurance carrier in a conspicuous place.

All employers should update their employee handbooks to reflect the addition of paid family leave.

DISCLAIMER: The information contained herein is provided by Glaser & Weiner, LLP for informational purposes only. These materials should not be considered as, or as a substitute for, legal advice and they are not intended to nor do they create an attorney-client relationship. Because the materials included here are general, they may not apply to your individual legal or factual circumstances. This document contains information that may be modified or rendered incorrect by future legislative or judicial developments. You should not take (or refrain from taking) any action based on the information you obtain from this document without first obtaining professional counsel. It is possible that under the laws, rules or regulations of certain jurisdictions, this may be construed as an advertisement or solicitation. © 2017 Glaser & Weiner, LLP. All Rights Reserved.