

## Colorado Springs University Staff and Twelve-Month Faculty - Paid Parental Leave Examples

Mechanisms of pay are in red font

### EXAMPLE: Consecutively Parental Leave - Employee has 240 hours of sick leave and 240 hours of vacation

	Birth	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13
Parental Leave	paid parental leave					unpaid leave - job protection								**
FML	unpaid leave - job protection													**
Sick Leave						use sick leave balances								**
Vacation Leave						use vacation balances								**
														**
Action Code	PLA					PLA								**
Action Reason Code	PRL					FMLA						PRL		**
Earnings Code	PPL					FML (deducts from sick balance)						VAC		**

*\*Short Term Disability (STD) cannot be used - either 1. sick AND paid parental leaves could not be exhausted in the waiting period or 2. the employee did not elect STD coverage*

*\*\* 13 Weeks unpaid leave - job protection is for classified staff only. University Staff and 12-Month Faculty have 12 Weeks unpaid leave - job protection.*