



# Roman Catholic Archdiocese of Boston Catholic Family and Medical Leave (CFML)



Eligible employees may qualify for up to 10 weeks of CFML benefits following a 2-week waiting period, at up to 80% of pay, for approved family and/or medical leave (in the aggregate) in a benefit year for the following reasons:

- Serious health condition of the employee (includes pregnancy/giving birth)
- Bond with a newborn child/bond with a child after adoption or foster care placement (either parent)
- Care for a covered family member with a serious health condition

Employees may use accrued, unused paid time off for some or all of the waiting period.

## TWO BENEFIT LEVELS

<u>BASELINE:</u>	40% of employee's pay, funded by employer only
<u>EMPLOYEE COST:</u>	\$0
<u>TAXATION:</u>	Not taxed for medical leave benefits, as long as employees do <u>not</u> opt out of adding their employer's contribution to their taxable income

<u>FULL:</u>	Additional 40% of employee's pay (for a total of 80%), funded by voluntary employee payroll deductions
<u>EMPLOYEE COST:</u>	0.57% of wages
<u>TAXATION:</u>	Not taxed

## TWO WAYS TO ELECT FULL BENEFITS

Employees must log in to [myenroll.com](http://myenroll.com) to make an election. Based on the election, Paylocity will then calculate 0.57% of eligible wages for all paychecks on and after the effective date of CFML eligibility.

During annual Open Enrollment  
(May/June)

As a new hire/newly benefit-eligible employee  
(within 30 days of that date)

### Who is eligible to file a CFML claim?



Employees who were scheduled to work a minimum of 20 hours/week (and who were paid for a minimum of 20 hours/week) for at least the most recent 12 months of continuous service with a participating employer (or a minimum of 24 hours/week if a 10-month employee) are eligible.



### Which family members are covered?

CFML provides benefits (up to 80% of pay) for an employee's approved family leave to care for a spouse, child, or parent/parent-in-law with a serious health condition. Under certain circumstances, CFML benefits are available to care for a sibling, grandparent, or grandchild.



### What is a "serious health condition"?

A serious health condition includes pregnancy, childbirth, and a physical or mental illness, injury, impairment or condition that prevents an employee from performing his/her job for at least two sequential calendar weeks and involves inpatient care at a medical care facility or continuing treatment by a health care provider.

For questions about CFML, contact the Benefits Department at [cfml@rcab.org](mailto:cfml@rcab.org) or (617) 746-5665.  
For more information, visit [catholicbenefits.org/cfml](http://catholicbenefits.org/cfml).

A full description of the CFML benefits program is included in the Plan document. In the event of a conflict between this summary and the Plan document, the Plan document will govern.

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