1. **STATEMENT OF POLICY:**

The Law School offers a program of employee benefits designed to enhance the well-being of its faculty and staff members. In compliance with Federal and State laws, eligible faculty and staff members may receive the following statutory benefits, as defined by Federal and State law.

2. **POLICIES/PROCEDURES:**

**State Disability Insurance**

Most faculty and staff members are covered by California State Disability Insurance ("SDI") in accordance with state law. SDI is payable when an eligible faculty or staff member cannot work because of sickness or injury not caused by his/her job. SDI is a deduction from a faculty or staff member's wages. SDI is a benefit administered and paid by the State of California. The faculty or staff member makes contributions into this fund.

A faculty or staff member’s eligibility for benefits is determined in accordance with state law by the State Employment Development Department, which administers the State Disability Benefits Plan. SDI provides a weekly benefit for individuals who are totally and temporarily disabled as certified by a medical provider. SDI commences after an individual is disabled for seven (7) consecutive calendar days ("seven-day SDI waiting period") and provides up to 52 weeks of benefit. SDI is integrated with sick and/or vacation pay during a leave of absence.

**Paid Family Leave Insurance**

Paid Family Leave ("PFL") insurance is a component of SDI and is administered and paid by the State of California. The faculty or staff member makes contributions into this fund. PFL insurance provides a weekly benefit for individuals who need time away from the Law School to care for a seriously ill/injured son or daughter, parent, spouse (including registered domestic partner), grandparent, grandchild, sibling or parent-in-law, as certified by a medical provider, or to bond with a new child. Generally, PFL insurance commences after an individual’s care is required for seven (7) consecutive calendar days ("seven-day PFL waiting period") and provides for up to six (6) weeks of benefit within a 12-month period. PFL is integrated with sick and/or vacation pay during a leave of absence. Eligibility for PFL insurance does not guarantee eligibility for a family medical leave nor is it an entitlement to leave. Further, if granted, leaves to care for a grandparent, grandchild, sibling or parent-in-law are not eligible for a protected leave of absence under the Family Medical Leave Act (FMLA) or the California Family Rights Act (CFRA).
**Workers’ Compensation**

The Law School provides a no-fault Workers’ Compensation insurance program. If a faculty or staff member is unable to work because of on-the-job injury or illness, Workers’ Compensation covers medical expenses and pays a portion of lost wages based on the nature of the injury. To the extent provided by law, workers’ compensation benefits are integrated with sick pay during a workers’ compensation leave.

**Unemployment Insurance**

Most faculty and staff members of the Law School are covered by unemployment insurance in accordance with the California Unemployment Insurance Code. Under the provisions of this law, faculty and staff members of the Law School who become totally or partially unemployed, and who meet the eligibility requirements as set forth in the law, may be eligible to receive unemployment compensation. The Law School pays the entire cost of unemployment insurance.

Eligibility for unemployment insurance benefits is determined by the Employment Development Department (EDD), which administers the program under California law. Under a special provision of California law, the Law School’s unemployment insurance program is self-insured. Under this arrangement, a claimant will receive unemployment insurance payments directly from the Employment Development Department until his/her maximum entitlement has been paid.

The Employment Development Department (EDD) may send various forms related to an unemployment claim to the Law School. These are sometimes addressed to the former employee’s supervisor or some other office. All forms and letters of any kind from the EDD are extremely time sensitive and must be forwarded immediately to Human Resources for processing and response, along with any messages or calls from EDD. All calls, letters, and forms from the EDD are to be, and should be, handled by Human Resources.