

FAMILY FIRST CORONAVIRUS RESPONSE ACT (FFCRA) EFFECTIVE APRIL 1, 2020

TRC	Qualifying Reasons	Amount	Hours/Weeks	Eligibility	Exemption
VS	1. Subject to a Federal, State or Local order to quarantine or isolation order due to Covid-19	up to \$511/daily or \$5,110/total	80 hours (2 weeks)	All employees	None
	2. Advised by health care provider to self quarantine				
	3. Is experiencing Covid-19 symptoms and is seeking a medical diagnosis				
VF	4. Caring for an individual subject to quarantine/isolation or that has been advised by a healthcare provider to self-quarantine related to Covid-19 and the employee is not able to telework	2/3 of salary up to \$200/daily and \$2,000 total *Can use accrued leave to cover the difference in salary			
VC	5. Caring for child whose school or place of care is closed or child care provider is unavailable due to Covid-19 related reasons	2/3 of salary up to \$200/daily and \$12,000 total *Can use accrued leave to cover the difference in salary	10 weeks Can only be used <u>after</u> the first two weeks of leave is either VF, A, HJ or Without Pay	1. Employees who have been employed for 30 days 2. Used In conjunction with existing FMLA limits 3. Employees who are not able to work from home	Emergency Responders and "essential" employees identified by Department Director and in accordance with DOL guidelines
VF	6. Is experiencing any other substantially-similar condition specified by the U.S DOH and Human Services	up to \$200/daily and \$2,000 total	Over a two week period	Pending further guidance and eligibility criteria from the HHS Secretary.	

Please note:

- Supporting documentation may be required for childcare or if someone is caring for someone affected by COVID-19
- Requires Supervisor and Department Director (or desinee) approval
- Must submit FFCRA Request Form to HR for processing. DPRs should email approved form to: FFCRAF@miamidade.gov

New Time Reporting Codes (TRC) Effective March 9, 2020

CV	Used for when an employee is directed to <u>not report to work</u> for reasons related to the Coronavirus-COVID-19 pandemic.
FC	Used to document <u>regular</u> hours worked on a Coronavirus COVID-19 related assignment.
FCO	Used to document <u>overtime</u> hours worked on a Coronavirus COVID-19 related assignment.
WH	To record <u>regular</u> hours worked from home