

State Disability Insurance (SDI)-Paid Family Leave (PFL) and Worker's Compensation Integration/Coordination of Benefits Procedures

Employee must notify State of California, Employment Development Department if under a doctor's care for more than seven days (forms provided on the EDD website, www.edd.ca.gov/Disability/). Except for the 7-day waiting period, an employee is paid SDI/PFL payments every day they are eligible for benefits, including weekends.

Sutter County Integrates/Coordinates benefits

Integration or coordination of SDI/PFL benefits is a process in which the full SDI/PFL weekly benefit amount is paid to the employee and in addition the employee is being paid wages by Sutter County. With this process the employee could potentially receive up to 100% of his/her normal gross weekly wages (except for 7-day waiting period) for the benefit period. **PROVIDED THE EMPLOYEE HAS LEAVE BALANCES AVAILABLE.**

Example: An employee's current gross weekly wage is \$500.00. The weekly benefit amount from PFL is \$275.00. The \$500 minus \$275 equals \$225 per week wage loss. Consequently, the employer can coordinate/integrate a maximum amount of \$225.00 per week in gross wages, resulting in the employee receiving 100% of their normal weekly gross pay.

Procedures for SDI/PFL payments

Employee will need to mail, fax, or drop off a copy of the SDI/PFL statement that shows the amount and period employee was paid to the Auditor-Controller's Office. **The SDI/PFL payment is yours to keep, however we will deduct the SDI amount from the next County pay check.** It is the responsibility of the employer and the employee to ensure that the employee is not receiving more than 100% of his/her normal gross wages. Remember that SDI/PFL payments are not intended to pay additional wages, it is used to reinstate leave balances and the employees' next County paycheck will be reduced by the SDI/PFL payment.

Calculating leave balance reinstatement

To determine number of leave hours to reinstate, we divide the amount of SDI/PFL payment by the employee's hourly rate of pay. We apply this amount of hours to reinstate the leave hours used during the same period the employee is receiving SDI/PFL.

Example: An employee receives a SDI/PFL check for \$550.00 and their regular hourly rate of pay is \$10.00. During that period the employee used 80 hours of sick leave. ($\$550.00/\$10.00 = 55$) sick hours reinstated to his/her accrued balance.

Send SDI/PFL Statement

Auditor-Controller's Office
463 Second Street, Room 117
Yuba City, CA 95991

Fax: (530) 822-7439

Worker's Compensation Procedures

No requirement to notify the Auditor's Office of your SDI/Worker's Comp payments. If an employee who previously used paid leave balances pending payment from SDI, PFL or Workers' Compensation, they shall be entitled to reinstate a portion of such balances equal to the hourly value of the SDI, PFL or Workers' Compensation payment. Refer to (Calculating leave balance reinstatement) for further explanation.

Leave/FMLA questions, contact **Benefits** (530) 822-7113.

Integration/Coordination questions, contact **Auditor-Controller** (530) 822-7127.