System Office HR Services

Katie Ross

- SURS SMP & Updates
- CMS – Benefits Choice
- CMS – Dependent Audit
FFCRA – Families First Coronavirus Response Act

April 1, 2020 to December 31, 2020

There are eligibility requirements.
The employee must apply and be approved by SHRS.

https://www.hr.uillinois.edu/leave/coronavirus_response_act
Emergency Paid Sick Leave

• All paid employees are eligible from 1st day of employment
• Maximum of 2 weeks, 75 or 80 hours (prorated for FTE less than 100%)
• Can be used for 6 different qualifying reasons if unable to work or telework
  1. Employee subject to a Federal, State or local quarantine or isolation order
  2. Employee has been advised by health care provider to self-quarantine
  3. Employee is experiencing symptoms of COVID and seeing medical diagnosis
  4. Employee is caring for an individual who is subject to quarantine order or advised to self-quarantine as described above
  5. Employee caring for son or daughter whose school or daycare is closed due to COVID-19 precautions
  6. Employee experiencing “other conditions” specified by Secretary of Health (TBD)

• Full Pay (#1-3) and 2/3 Pay (#4-6)
Expanded Family and Medical Leave

- Only for childcare and school issues related to COVID-19
- 2/3 pay
- For parent only (or in loco parentis, same as FMLA)
- Eligible after 30 days of employment
- Runs concurrently with FMLA
- Only available if FMLA is not exhausted
- 10 weeks of paid leave (12 weeks total)
  - First 2 weeks are unpaid or employee may choose to use the Emergency Paid Sick Leave or vacation or floating holidays
- Earn Codes for supervisors to enter will be provided in the approval letter. If you have an employee working with us on a retro approval date, please contact us immediately to avoid overpayment.
System Office HR Services
Angela Foster

- Hiring Updates – CS and AP
- Background Checks
- Onboarding and NEO
- AVSL Annual Reporting Reminder
- Reporting Time during COVID-19
- Ethics Training Reminder
System Office ADA Accommodation Request Process

Affirmative Action Plan Update
System Office HR Services
Jackie Billhymer and Teresa Oliszewicz

- Working Remotely and Isolation, Boundaries between Work and Home
- DELTA Reschedule
- APLP Applications
- System Office Wellness
Staying Engaged & Energized

Staying Engaged and Energized While Remote Working

There are several options you can explore to stay engaged and energized during this time. When your working environment has vastly changed, you may want to look into wellness resources that will keep you feeling healthy and productive. We encourage you to speak to your supervisor about fitting these into your workday.

Professional Development Opportunities
Staying Engaged & Energized

Remote Work Wellness Articles

Managing Social Distancing/Isolation

- Coronavirus: How Emotional Contagion Exacts a Toll - NEW
- Overcoming Remote Work Challenges - NEW
- Managing Stress and Emotions When Working Remotely - NEW
- 9 Tips for Dealing with Uncertainty and Anxiety Right Now - NEW
- That Discomfort You’re Feeling Is Grief - NEW
- How to Promote Mental Health in the Workplace - NEW
- 10 Ideas for Keeping Your Team Connected
- Four Ways to Keep Your Remote Workers Engaged
- Keeping Your Remote Workers Connected
- How to Maintain Your Team’s Motivation
- How NOT to Be a Bad Boss

Managing Remote Workers

- How to be an Inclusive Leader Through a Crisis - NEW
- Leadership Resilience: Handling Stress, Uncertainty and Setbacks - NEW
- How to Be a Strong Remote Leader During Lockdown - NEW
- How to Manage the Loneliness and Isolation of Remote Workers
- Helping Remote Workers Avoid Loneliness and Burnout
- 4 Ways You Can Give Your Remote Workforce a Sense of Togetherness
- 4 Ways to Manage Remote Workers When You Don’t Know How Long They’ll be Working from Home
- A Guide to Managing Your (Newly) Remote Workers
- 15 Questions About Remote Work, Answered
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*Jami Painter*

- Policy on Consideration of Sexual Misconduct in Prior Employment and Policy on Intimate Personal Relationships
- COVID-19 Updates