



PAID PARENTAL LEAVE (PPL) FREQUENTLY ASKED QUESTIONS

The answers in these FAQs are intended to provide guidance to Executive Branch agencies in the State of Georgia.

(1) What is the effective date of the amendments to the paid parental leave law?

Amendments to the state law governing paid parental leave for eligible state employees went into effect on July 1, 2024.

(2) Which employees are eligible for PPL?

To be eligible for PPL, a full-time, salaried employee must have six continuous months of employment with an employing entity (as defined in O.C.G.A. § 45-20-17(a)(2)(A)). A full-time hourly employee establishes eligibility by working 700 hours for an employing entity (as defined in O.C.G.A. § 45-20-17 (a)(2)(A) in the six months immediately preceding the first requested PPL date.

The relevant state statute (O.C.G.A. § 45-18-1(3)) defines "person who works full-time" as "an individual who works at least 30 hours per week and whose employment is intended to be a continuing employment." This definition excludes student, seasonal, intermittent, or part-time employment, as well as employment "intended for only a very limited duration."

(3) If an employee qualifies for both PPL and FMLA leave, what is the total number of weeks that can be taken?

Rule 16 includes the following provision:

If an employee eligible for paid parental leave is also eligible for leave under the federal Family and Medical Leave Act (FMLA) (see Rule 478-1-.23, *Family and Medical Leave*), an agency may, by written policy, require paid parental leave to run concurrently with FMLA leave.

If the agency adopts such a policy and the employee is eligible for FMLA leave at the time PPL begins, the total of PPL and FMLA leave cannot exceed 12 weeks. However, because an employee is eligible for PPL before he or she becomes eligible for FMLA leave, a new employee who takes PPL before becoming eligible for FMLA may be entitled to as much as 18 weeks.

(4) If an employee is eligible for FMLA leave for birth, adoption, or foster care placement and also has accrued leave to apply to the absence, in what order should the agency apply paid leave? Should the agency apply PPL before accrued paid leave?

An agency should accommodate an employee's preference for order between the use of accrued leave or PPL to cover the FMLA-eligible absence for the birth, adoption, or foster care placement of a child. If an employee expresses no preference for order, PPL should be applied first.

(5) What are the leave codes for PPL?

Information regarding leave codes for PPL in Time and Labor and Base Benefits will be provided by SAO.

(6) Does the leave management system load PPL the way it loads education support leave?

No. PPL is not based on the fiscal year, so the leave does not automatically appear in the system at the beginning of each fiscal year.

(7) State Personnel Board Rule 23, *Family and Medical Leave*, contains a statement that, for the purpose of eligibility determination, the state is considered one employer. Is that the same for PPL?

Yes. An employee could combine service across more than one employing entity to meet the eligibility requirement.

(8) Is an eligible employee limited to a maximum allotment of 240 hours of PPL in a 12-month period transferring to another employing entity within the state, or would the 240 hours start over each time an eligible employee transfers?

An eligible employee is limited to a maximum allotment of 240 hours of PPL in a 12-month period, even when transferring to another employing entity within the state. As a result, it is the employer's responsibility to conduct due diligence to ensure that the employee has not used his or her 240-hour allotment before approving the request for leave.

(9) State Personnel Board Rule 23, *Family and Medical Leave*, has a spousal limitation clause. Will that apply to PPL as well, or can a state-employed couple use a maximum of 240 hours each?

State law contains no spousal limitation on the amount of PPL, so married state employees could be eligible for a combined total of 480 hours of PPL. The 12-week combined total of FMLA leave still applies, however, and the agency may, by written policy, require PPL to run concurrently with FMLA leave.

(10) Does PPL apply toward the 1,250 hours of work necessary for eligibility for FMLA leave?

No. State Personnel Board Rule 23, *Family and Medical Leave*, states that "holidays and time spent on paid or unpaid leave or suspension do not count toward the 1,250 hours."

(11) Can an eligible employee take PPL for prenatal medical appointments?

No. Under FMLA, prenatal care appointments (as well as incapacity due to morning sickness and medically required bed rest) are considered serious health conditions for which the mother is taking time off. The state law establishing PPL specifies only the following three qualifying events:

- (a) birth of the employee's child,
- (b) placement of a minor child for adoption with the employee, and
- (c) placement of a minor child for foster care with the employee.

Prenatal care appointments and absences due to medical conditions during pregnancy do not fall under the qualifying event of the birth of a child.

(12) May an agency require an employee to take PPL only in a continuous block?

No. Although an agency may have a policy requiring FMLA leave for the birth of a child or for placement of a child for adoption or foster care to be taken in a continuous block, the state law establishing PPL contains no such limitation.

(13) Is there a limitation on approving PPL to be taken on an intermittent basis?

Paid parental leave, whether taken in a continuous block or on an intermittent or reduced-schedule basis, must be taken within 12 months of the initial qualifying event.

(14) Do full-time hourly employees receive less than 240 hours of PPL during the rolling calendar year period?

No. All eligible employees may use up to 240 hours of PPL. The state law does not provide that leave for hourly employees must be prorated.

(15) Can an employee receive PPL while on short-term disability?

Yes. The State's short-term disability provider has indicated that an employee may receive short-term disability and PPL benefits at the same time. See Appendix A on the following page, which contains a memo from the State's short-term disability provider.

(16) Under the Code of Federal Regulations (specifically, 29 C.F.R. § 825.121), an employee who has to travel to another country to adopt a child would be legally entitled to take FMLA leave. Would PPL also apply in this situation?

The Paid Parental Leave law does not specify what activities are included in "placement of a minor child for adoption with an eligible employee" or "placement of a minor child for foster care with an eligible employee"; therefore, an agency must use its discretion in determining whether an activity will be an approved use of PPL. Such determinations should be made in consultation with legal counsel and applied consistently.

(17) How should an agency communicate the availability of PPL?

Amendments to the parental leave law require agencies to inform employees of the potential availability of PPL upon hire, and annually thereafter. Agencies have discretion to determine the form of the communication.



APPENDIX A

State of Georgia

Topic: Maternal Birth Leave (MBL) and Paid Parental Leave (PPL) Interaction with Short-Term Disability (STD)

Purpose: outline how the STD policy will interact with the SOG Maternal Birth Leave and Paid Parental Leave for both birth and non-birth parents

Policy: 642967

Policy Language Applicable: Limitations

(B under the above provision in Certificate of Insurance)

Sick Leave, Donated Leave, Special Injury Leave, or Any Other Salary Continuation

Effective July 1, 2026, the Standard amended its STD certificate/policy regarding Sick Leave, Donated Leave, Special Injury Leave or Any Other Salary Continuation to state:

*No STD Benefits will be paid for Eligible Employees (excluding members of the General Assembly, Constitutional Officers, and employees of an appropriate Judicial Branch) for any period when you are receiving sick leave, donated leave, special injury leave, or any other salary continuation (but not vacation pay, **Paid Parental Leave or Maternal Birth Leave**) from your Employer.*

(The above language would apply to any of SOG's paid leave programs if disability were involved at the same time.

Basic Information: Short-Term Disability may be payable during the antepartum period and/or postpartum period associated with pregnancy disability for eligible birth parents.

Effective July 1, 2026:

Birth Parent during disability:

During the period of disability for childbirth, if eligible, The Standard would pay the disability benefit if the claimant is receiving income from Paid Parental Leave and/or Maternal Birth Leave.

Birth Parent after disability ends:

Following the end of the disability period, the Paid Parental Leave would not impact the STD benefit.

Non-birth parent after disability ends:

Paid Parental Leave would not interact with Standard, as no disability benefit is involved.

Non-birth Parent No disability:

Paid Parental Leave would not interact with Standard, as no disability benefit is involved.

Has the Standard changed how the STD policy interacts with the SOG Paid Parental Leave?

Yes, effective July 1, 2026, the STD policy has been amended. Eligible employees can receive STD benefits while receiving Paid Parental Leave and/or Maternal Birth Leave.

**** Important Point of Interest**

An employee can receive monies for STD benefits, PPL and/or MBL at the same time.