

# HRNAVIGATOR

## Q & A: PAID PARENTAL LEAVE

### WHY IS NORTHEASTERN ENHANCING ITS PARENTAL LEAVE POLICY?

The enhanced program reflects the university's commitment to being a leader in meeting the needs of employees and their families. Northeastern's generous paid parental leave policy provides benefits-eligible faculty and staff who work in the U.S. with meaningful paid time away from work following the birth, adoption, and/or placement of a child. It puts Northeastern ahead of most universities in our region on this issue.

It's important to note that this is part of a larger transformation of the employee experience at the university, designed to meet our talent needs as we expand our global reach. We are aligning our human resources policies, practices, and benefits to achieve the ambitious goals and aspirations of Northeastern 2025. The idea is to put human talent at the center of everything we do and everywhere we go.

### WHAT IS THE NEW PAID PARENTAL LEAVE POLICY?

Northeastern's enhanced [Paid Parental Leave Policy](#) provides parents with an opportunity to bond with their newborn or newly placed children. The Paid Parental Leave Policy has two components:

1. **RECOVERY TIME BENEFIT FOR BIRTH PARENTS:** Provides four weeks of recovery time at 100 percent of pay for employees with more than a year of service.
  - Effective from the date of delivery
  - Requires medical documentation
  - After the four weeks of recovery time is used, the birth parent is eligible for bonding time, described below.
  - Continue to accrue paid time off (e.g., vacation, sick time) if applicable, while on paid leave
2. **BONDING TIME BENEFITS FOR ALL PARENTS WELCOMING A NEW CHILD:** Provides four weeks of leave at 100 percent of pay and four weeks of leave at 50 percent of pay for employees with more than a year of service who are birth parents, spouses/partners, adoptive or foster-care parents, or legal guardians.
  - Effective from the date of delivery and/or date of adoption, placement of a child for foster care, or legal guardianship pursuant to a court order
  - Eight-week bonding benefit may be used in succession or in two-week increments within one year from the date of eligibility

- Continue to accrue paid time off (e.g., vacation, sick time) if applicable, while on paid leave
- Bonding time applies equally for all parents

### WHEN DOES THE POLICY TAKE EFFECT?

The enhanced [Paid Parental Leave Policy](#) will take effect on November 1, 2018.

### WHO IS ELIGIBLE FOR PAID PARENTAL LEAVE?

All benefits-eligible faculty and staff who work in the U.S. with more than three months of service are eligible for this benefit. Faculty and staff with more than three months of service but less than one year of service, receive 50 percent of the offered time.

### HOW IS THE BENEFIT FUNDED FOR PEOPLE WHO ARE PAID BY A FEDERAL RESEARCH GRANT?

Federal grants cover the paid time off. The primary investigator is obligated to tell the program officer of the leave if the person is listed as key personnel.

Employees on foundation or corporate grants will need to check with the sponsors; if the sponsors do not cover the cost, the home department will be expected to, which is consistent with the current leave practice.

### WHAT IF I AM ON LEAVE NOW?

Please contact [Mel Shea](#), senior benefits specialist, who will work with you to update your leave.

### HOW DO I ARRANGE TO TAKE PAID PARENTAL LEAVE OR LEARN MORE?

Please contact [Mel Shea](#), senior benefits specialist, who will work with you to arrange your leave.

### HOW DO PAID PARENTAL LEAVE AND OTHER AVAILABLE LEAVES INTERACT?

If an employee is also eligible for leave under the Family Medical Leave Act, their parental leave will run concurrently with 12 weeks of unpaid FMLA.

**Northeastern University**  
*Human Resources Management*