To All Employees:

As you know, the Families First Coronavirus Response Act (FFCRA) went into effect April 1, 2020. You have either heard about it from us or other sources.

This regulation provides Emergency Paid Sick Leave (EPSL) and Expanded Family and Medical Leave Act (EFMLA) to employers with fewer than 500 employees who are not otherwise exempt from the law.

Exemptions exist for small businesses having fewer than 50 employees as well as for employers who are deemed healthcare providers. Since we are a healthcare provider under the definition, then we are exempt from the FFCRA.

**This memorandum is to advise all employees that effective \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ we are classifying our business as fully/partially exempt under the healthcare provider provision.** We will no longer be offering leave under the FFCRA for:

 □ Emergency Paid Sick Leave

 □ Expanded Family and Medical Leave Act

If a situation arises in which you need time off due to COVID-19-related reason, we will address it individually with you. You may be eligible for other company-provided paid benefits (if applicable), unemployment insurance, paid benefits through the state (if applicable), or may take unpaid time off.

If you have any questions or concerns, please contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.