



PARENTAL LEAVE

State of Louisiana

WHAT IS PARENTAL LEAVE?

Parental leave provides the employee time to bond with a child following the birth of a child or placement of a child under the age of 18 with the employee for adoption or foster care. Parental leave also allows adoptive and foster parents to attend post-placement court proceedings and mandatory meetings related to the placement.

WHO IS ELIGIBLE?

Legal parents, adoptive parents, and foster parents who: 1. have an active and on-going role in parenting the child; 2. are in a leave-earning position on the date of the qualifying event; and 3. have worked for the state for 12 months and at least 1250 hours in the 12 months immediately preceding the date parental leave begins.



HOW LONG IS IT?

A full-time eligible employee may be granted up to six weeks (240 hours) of parental leave during the twelve-week (84 day) period following a qualifying event. The number of hours an eligible part-time employee may be granted will vary depending on their work schedule.

IS IT PAID?

The employee is entitled to compensation at the rate of 100% of their base pay while on parental leave.



Parental leave should be requested by completing the required *SCS Parental Leave Certification Form* and any other agency-specific documents as soon as the employee is aware of the qualifying event.

Visit the resource page for more information.

civilservice.louisiana.gov/parental-leave



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