



# Paid Parental Leave Scheme

## Information Sheet: Paid Parental Leave Scheme

### Purpose

As at 1 January 2011, the Commonwealth Government's paid parental leave Scheme came into effect. This fact sheet provides an outline of the Paid Parental Leave Scheme and how it applies to staff of the University of Adelaide.

#### Q1 What is paid parental leave?

The Commonwealth Government's Paid Parental Leave Scheme provides up to 18 weeks paid parental leave (over one continuous period) at the current federal minimum wage to working parents of children born or adopted on or after 1 January 2011 who meet certain eligibility requirements.

#### Q2 Am I eligible for Paid Parental Leave?

The Department of Human Services determines the eligibility requirements you must meet to receive Parental Leave Pay. Visit their website

(<https://www.humanservices.gov.au/individuals/services/centrelink/parental-leave-pay>) to find out if you're eligible.

#### Q3 How do I apply for Paid Parental Leave?

You can lodge an application for Paid Parental Leave with the Department of Human Services up to three months prior to your expected date of birth or adoption of a child. The Department of Human Services is responsible for assessing your application for Paid Parental Leave as well as notifying you if your application is successful.

#### Q4 How is Paid Parental Leave Paid?

From 1 March 2014 the Commonwealth Government through Centrelink will administer the payments of Paid Parental Leave to University staff.

#### Q5 Will this affect my existing entitlement to University's Paid Parental Leave?

If you are employed by the University under the University of Adelaide Enterprise Agreement (as amended) you will continue to receive all eligible entitlements (including paid parental leave) regardless of any benefit received under the Paid Parental Leave Scheme

#### Q6 Can I work while receiving Paid Parental Leave?

You will not be able to work while receiving Paid Parental Leave pay. However, you can 'keep in touch' with the University for up to 10 days whilst continuing to receive payments. This would include activities such as training and planning days. 'Keeping in touch' days, must be mutually agreed between you and the University.

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**Q7 Should I seek financial advice about Paid Parental Leave?**

The University encourages you to seek independent financial advice about the possible implications that might arise from making an application for Paid Parental Leave with the Department of Human Services.

**Q8 What if I need more information?**

If you require more information on the Commonwealth Government's Paid Parental Leave Scheme visit [www.humanservices.gov.au](http://www.humanservices.gov.au) or call the Department of Human Services on 13 61 50 in the first instance.

If you have any questions about your entitlement to the University's Paid Parental Leave scheme, please contact the HR Service Centre at: [hrservicecentre@adelaide.edu.au](mailto:hrservicecentre@adelaide.edu.au) or 8313 1111.

**Further Information**

If you require further information, please contact a member of the HR Service Centre.

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