

AT A GLANCE: PARENTAL RIGHTS

The parental rights of public-sector health and social services employees come from more than one source. A combination of benefits provided by the current APTS collective agreement and the Québec Parental Insurance Plan (QPIP) supports new parents.

To make sure you're exercising all your rights, you'll also need to check the current APTS collective agreement and the QPIP website (www.rqap.gouv.qc.ca/en) for further details about the parental insurance plan.

QPIP

To qualify for the QPIP, you must meet the following conditions.

- You have contributed to the QPIP.
- You are a wage-earner, a self-employed worker, or both.
- You reside in Québec on the date your benefit period begins.
- You accumulated at least \$2,000 in insurable earnings* in the 52 weeks before your leave, regardless of how many hours you worked.
- You have stopped working, or your usual weekly pay has been reduced by at least 40%.

**The maximum insurable income used to calculate benefits is \$91,000 for 2023 and \$94,000 for 2024. This income is adjusted on January 1 of each year, according to the rate set by the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST).*

APTS

To be eligible for the benefits set out in the collective agreement, you must have completed at least 20 weeks of service in the public and para-public sector, starting from the initial date on which you were hired by one of the institutions covered by the agreement. (See the collective agreement for details.)

WHAT TYPES OF BENEFITS ARE OFFERED?

QPIP

The Québec Parental Insurance Plan offers four types of benefits: maternity benefits, paternity benefits, parental benefits and adoption benefits. Parents can choose between two options, the basic plan or the special plan. Their choice determines how long their leave will be and what percentage of their income will be replaced. The parent who first receives benefits chooses a benefit plan. This choice cannot later be changed to get a different benefit plan for the same event.

APTS

The collective agreement offers three kinds of benefits: maternity, paternity and adoption. It does not provide parental benefits. The collective agreement also offers a period of leave without pay or part-time leave without pay for new parents who want to take care of their child. During this leave, parents can receive QPIP parental benefits.

Questions? Contact us:

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| Benefits | BASIC PLAN | | |
|---|--|--|--|
| | Number of weeks | Percentage of average weekly income | Payers |
| Maternity: Exclusive Benefits to the Person Experiencing Pregnancy or Childbirth (21 weeks under the collective agreement) | First 18 weeks | 70% | QPIP |
| | | Supplementary allowance: QPIP \$ formula | Employer |
| | Last 3 weeks (first 3 weeks of parental benefits under the QPIP) | 70% | QPIP |
| | | Supplementary allowance: QPIP \$ formula | Employer |
| Paternity: Exclusive Benefits to the Parent Who Did Not Give Birth | 5 days | 100% | Employer |
| | 5 weeks | 70%+supplementary allowance up to 100% | QPIP+ Employer |
| Parental: Shareable Parental Benefits | 4 weeks (4+3=7 weeks) | 70% | QPIP *See QPIP for additional benefits if 8 weeks or more |
| | 25 weeks | 55% | |
| Adoption (child other than spouse's) | 5 days | 100% | Employer |
| | 20 weeks | 70% | QPIP |
| | 25 weeks | 55% | |
| Adoption (spouse's child) | First 5 days | 2 days: 100% 3 days: unpaid | Employer |
| | 12 weeks | 70% | QPIP |
| | 25 weeks | 55% | |

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| Benefits | RÉGIME PARTICULIER | | |
|---|--|--|--|
| | Number of weeks | Percentage of average weekly income | Payers |
| Maternity: Exclusive Benefits to the Person Experiencing Pregnancy or Childbirth (21 weeks under the collective agreement) | First 15 weeks | 75% | QPIP |
| | | Supplementary allowance: QPIP \$ formula | Employer |
| | Last 6 weeks (first 6 weeks of parental benefits under the QPIP) | 75% | QPIP |
| | | Supplementary allowance: QPIP \$ formula | Employer |
| Paternity: Exclusive Benefits to the Parent Who Did Not Give Birth | 5 jours | 100% | Employer |
| | 3 weeks | 75%+supplementary allowance up to 100% | QPIP+ Employer |
| Parental: Shareable Parental Benefits | 19 weeks (19+6= 25 weeks) | 75% | QPIP *See QPIP for additional benefits if 6 weeks or more |
| Adoption (child other than spouse's) | 5 days | 100% | Employer |
| | 3 weeks | 75%+supplementary allowance up to 100% | QPIP+ Employer |
| | 37 weeks | 75% | QPIP |
| Adoption (spouse's child) | First 5 days | 2 days: 100% 3 days: unpaid | Employer |
| | 40 weeks | 75% | QPIP |

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CHECKLIST FOR MATERNITY AND PARENTAL LEAVE NOTICES AND DEADLINES

| Event | Time limits |
|--|--|
| Before going on maternity leave | |
| Employee sends the employer <u>written notice</u> and a medical certificate OR written report signed by a midwife. Send to HR at servicesconseilshr.ccomtl@sss.qc.ca | Notice must be given at least 2 weeks before maternity leave starts [25.09]. *The notice period may be shorter in the case of exceptions (see art. 25.09). |
| When maternity leave starts | |
| Employee applies for benefits under the QPIP, online at www.rqap.gouv.qc.ca/en or by phone at 1-888-610-7727. | Application is submitted no earlier than during the calendar week when maternity leave starts. *QPIP benefits can begin no earlier than the 16th week before the expected week of childbirth and must end, with certain exceptions, no later than 20 weeks after the birth of your child. |
| Employee not residing in Québec must apply for benefits through the Employment Insurance website at https://www.canada.ca/en/services/benefits/ei/ei-regular-benefit/apply.html or at a Service Canada Office. | Application must be sent when maternity leave starts. |
| Employee sends the employer an official receipt from QPIP or Human Resources and Skill Development Canada (HRSDC), indicating the amount of benefits paid under either of these public plans. | Document must be sent as soon as possible to obtain benefit payments within 15 days of the employer receiving the document [25.12b]. |
| Employee receives notice to return to work. | Notice must be received in the 4th week before maternity leave ends [25.17]. |
| Employee gives the employer written notice to postpone her annual vacation if it falls within the period of her maternity leave. | Notice must be given 2 weeks before maternity leave ends [25.14]. |
| When maternity leave ends and parental leave begins (QPIP) | |
| <u>Employee gives the employer written notice of her request for leave without pay or part-time leave without pay [25.27] to follow immediately on her 21-week maternity leave.</u> | |
| Leave without pay | Notice must be sent 3 weeks before the leave begins [25.31]. |
| Part-time leave without pay | Notice must be sent 30 days before the leave begins [25.31]. |
| <u>Employee sends the employer written notice that leave without pay or parttime leave without pay will end before the scheduled date:</u> | |
| For leave of 52 weeks or less | 21 days before returning to work [25.32] |
| For leave of more than 52 weeks | 30 days before returning to work [25.32] |
| <u>Expected date of return to work</u> | 2 weeks before the leave without pay ends [25.32] |
| When leave without pay ends | |
| Employee sends an application to Retraite Québec (www.retraitequebec.gouv.qc.ca) to buy back their period of leave without pay. | Application may be sent at the end of your leave or, at the latest, when you retire. You can avoid interest charges by sending it within 6 months of going back to work. |

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CHECKLIST FOR PATERNITY OR ADOPTION LEAVE NOTICES AND DEADLINES

| Event | Time limits |
|---|--|
| PATERNITY LEAVE | |
| Employee sends the employer a <u>written notice</u> to HR at servicesconseilsrh.ccomtl@ssss.gouv.qc.ca | Notice must be given at least 3 weeks before paternity leave starts (25.30b) This leave must end no later than the end of the 78th week following the week of the child's birth. (art. 25.21A) |
| ADOPTION LEAVE | |
| Employee sends the employer a <u>written notice</u> to HR at servicesconseilsrh.ccomtl@ssss.gouv.qc.ca | Notice must be given at least 3 weeks before adoption leave starts (25.30b) This leave must end no later than the end of the 78th week following the week in which the child arrives at home (art. 25.22A). |



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