













# Support for new parents on leave from work

Help if you are a parent taking time off work to care for a newborn or recently adopted child.

## Parental Leave Pay

This payment helps parents take time off work to be the primary carer of a new child.

If eligible, you can get up to 18 weeks pay at the rate of the National Minimum Wage. Parental Leave Pay is taxable. We also count it in the income test if you get an income support payment, such as Parenting Payment. This means if you get Parental Leave Pay your income support payment may reduce or stop.

## Who can get it?

You may get Parental Leave Pay if you:

- are the primary carer of a newborn or newly adopted child
- earned less than \$150,000 in the last financial year
- have worked 10 of the 13 months before the birth or adoption of your child, or have an exception to this
- meet residence rules.

To get the full 18 weeks of Parental Leave Pay you must be on leave or not working from the date of your child's birth or adoption until the end of your Paid Parental Leave period. In some cases you may still get Parental Leave Pay even if you return to work or are working. This is only for allowable reasons, including:

- in the case of stillbirth or infant death
- if your child needs to remain in hospital straight after birth and you go back to work 14 days or more after their birth
- if you need to work to comply with a court ordered summons
- if you are a defence force or law enforcement officer working due to a compulsory recall to duty
- if you are a health professional, emergency services worker or other essential worker, responding to a state, territory or national emergency.

You are an essential worker if you either:

- have specific skills essential in responding to an emergency
- are involved in producing goods or delivering services essential in responding to an emergency.

If you and your employer agree, you can keep in touch with your workplace without losing your Parental Leave Pay. This can be for things like attending a meeting or updating your skills. You can access up to 10 keeping in touch days.

If you are self employed, you can do occasional tasks to check on your business to ensure it stays operational. You can do this without losing your entitlement to Parental Leave Pay.

If you cannot get Parental Leave Pay, you may get Newborn Upfront Payment and Newborn Supplement. You may get this if you are getting Family Tax Benefit Part A.

## When you can get it

When you claim you will choose a start date. Your start date cannot be before the date of birth or adoption.

You can nominate the date of birth or adoption as the start date. In most cases, to do this, you need to do both of the following within 4 weeks after the birth or adoption:

- submit your claim
- provide proof of birth or adoption.

If you do not, your start date can only be from the date you submitted your claim. If you claim using the extended work test, you can nominate the date of birth or adoption as the start date. This is even if you claim or provide proof of birth more than 4 weeks after. However if you nominate a start date in the past, we may have paid you too much. This can happen if, in the same period, you or your partner got either:

- Family Tax Benefit
- an income support payment, such as Parenting Payment.

If this happens you may owe us money which you will have to pay back.

You can also nominate a later start date.

To get the full 18 weeks of Parental Leave Pay, you need to claim and nominate a start date. You need to do this no more than:

- 34 weeks after the birth or adoption of a child, if this is before 1 July 2020
- 40 weeks after the birth or adoption of a child, if this is on or after 1 July 2020.

You will get your first payment after your nominated start date.

## **How you will get Parental Leave Pay**

Parental Leave Pay is paid for up to 18 weeks. This is 90 payable days.

If your child's birth or adoption is before 1 July 2020, your Paid Parental Leave period will be a single continuous block of up to 18 weeks.

If your child's birth or adoption is on or after 1 July 2020, your Parental Leave Pay will include both:

- a continuous Paid Parental Leave period of up to 12 weeks which is 60 payable days
- 30 Flexible Paid Parental Leave days.

If your child's birth or adoption is on or after 1 July 2020, you can use your Flexible Paid Parental Leave days in several ways. You can:

- connect them to your Paid Parental Leave period
- access them later at a time that suits you, one day at a time or in blocks of days
- give them to another person such as your partner, to use on days that they have care of the child.

You can get Flexible Paid Parental Leave on days that you:

- are caring for your child
- are on leave or not working
- meet residence rules.

Your Parental Leave Pay will be paid by either your employer or us, depending on your circumstances.

If your employer pays you, you will get your pay in your usual pay cycle. We will work this out with your employer.

If you do not get your Parental Leave Pay from your employer, or if you are self employed, we will pay you directly every fortnight.

We can pay your Flexible Paid Parental Leave days within 104 weeks of your child's birth or adoption. We will pay any Flexible Paid Parental Leave days that you have not connected to your Paid Parental Leave period.

## Dad and Partner Pay

Dad and Partner Pay is a payment for up to 2 weeks. It helps fathers or partners take time off work to care for their new child.

If you are eligible, you can get up to 2 weeks pay at the rate of the National Minimum Wage. We will pay you directly into your nominated bank account in one payment. Dad and Partner Pay is taxable.

You can get Dad and Partner Pay any time within 52 weeks of your child's birth or adoption.

## Who can get it?

You may get Dad and Partner Pay if you are either the:

- biological father of the child
- partner of the birth mother
- adoptive parent or partner of an adoptive parent
- person caring for a child born of a surrogacy agreement.

You also need to meet all of the following:

- provide care for a newborn or newly adopted child
- earned less than \$150,000 in the last financial year
- not be working or taking paid leave during your Dad and Partner Pay period, except if you are working for an allowable reason
- meet the work test
- meet residence rules.

## Work test for Parental Leave Pay and Dad and Partner Pay

To get Parental Leave Pay or Dad and Partner Pay, you need to meet the work test. You must have worked for at least 330 hours, which is around 1 day a week, in 10 of the 13 months either:

- before the birth or adoption of your child, for Parental Leave Pay
- before the date your Dad and Partner Pay period starts.

Keep in mind, we count 10 months as 295 days and 13 months as 392 days.

You cannot have more than a 12 week gap between each work day.

There are some exceptions to the work test for premature birth and pregnancy related illness and complications. If coronavirus (COVID-19) affected your work, you may be able to use an extended work test period when you claim. If you are eligible, we will extend your work test period from 13 to 20 months. You can access it when both of the following apply:

- you do not meet the standard work test because COVID-19 affected your employment
- your child's birth or adoption is between 22 March 2020 and 31 March 2021.



For Parental Leave Pay there is a Dangerous Jobs provision. It will apply if you had to stop work because there was a risk to your pregnancy. You will still need to meet the work test to get Parental Leave Pay.

## How to claim Parental Leave Pay or Dad and Partner Pay

### 4. Get a Customer Reference Number (CRN)

You will need to establish your identity to get a CRN. You can do this either online or over the phone. If you already have a CRN, use it to link your Centrelink online account to your myGov account.

### 5. Lodge your claim by using your Centrelink online account through myGov

You can do this up to 3 months before your child's expected date of birth or adoption.

### 6. Give us proof of your child's birth or adoption

After your child's birth you will get a Newborn Child Declaration form from your hospital or midwife. You can upload this form online.

You will also need to register the birth with the Births, Deaths and Marriages Registry in your state or territory.

## Workplace leave entitlements

Parental Leave Pay and Dad and Partner Pay will not change any of your workplace leave entitlements.

To arrange leave, you will need to talk to your employer. You should try to do this at least 10 weeks before you intend to take leave.

You may have an entitlement to unpaid parental leave. This is if you have worked continuously for your employer for 12 months or more.

To learn more about your workplace leave entitlements in English:

- go to [fairwork.gov.au](http://fairwork.gov.au)
- call the Fair Work Ombudsman on **131 394**
- go to [supportingworkingparents.humanrights.gov.au](http://supportingworkingparents.humanrights.gov.au)

## For more information

- Call your regular payment line and let us know you need an interpreter. We will arrange one for free. For a list of our phone numbers, go to [servicesaustralia.gov.au/phoneus](http://servicesaustralia.gov.au/phoneus)
- Call **131 202** to speak with us in your language about Centrelink payments and services.
- Call the Translating and Interpreting Service (TIS National) on **131 450** to speak with us in your language about Medicare and Child Support payments and services.
- Go to [servicesaustralia.gov.au/yourlanguage](http://servicesaustralia.gov.au/yourlanguage) where you can read, listen to or watch information in your language.
- Go to [servicesaustralia.gov.au/parentalleavepay](http://servicesaustralia.gov.au/parentalleavepay) or [servicesaustralia.gov.au/dadandpartnerpay](http://servicesaustralia.gov.au/dadandpartnerpay) for more information in English.
- Visit a service centre.

**Note:** calls from your home phone to '13' numbers from anywhere in Australia are charged at a fixed rate. That rate may vary from the price of a local call and may also vary between telephone

service providers. Calls to '1800' numbers from your home phone are free. Calls from public and mobile phones may be timed and charged at a higher rate.

## **Disclaimer**

The information contained in this publication is intended only as a guide to payments and services. It is your responsibility to decide if you wish to apply for a payment and to make an application with regard to your particular circumstances.