



# Connecticut Paid Leave

## HOW TO APPLY

1

**Notify**

Notify your employer that you will be applying for CT Paid Leave. You should also talk to your employer about job-protected leave under FMLA.

2

**Apply**

Start your application at **ctpaidleave.org** or by calling CT Paid Leave's claims administrator at **(877) 499-8606**.

3

**Submit All Documents**

Once you begin your application, you will receive the documents that you will need to complete and submit for your claim to be ready for review. Requirements include identity verification, employment verification, and documents to support the leave reason.

4

**Receive Decision**

If your claim is approved, you will receive benefits via direct deposit or debit card. If your claim is denied, you can request a reconsideration with CT Paid Leave or file an appeal with the CT DOL.

5

**Receive CT Paid Leave Benefits**

Payments are issued on Tuesdays. You must notify CT Paid Leave if your leave changes, such as if you need more time or if you return to work sooner than anticipated.

Visit **ctpaidleave.org** or scan to learn more

