

# PFML Weekly Claim Requirements

Claim Week runs every Sunday – Saturday

- **Employees must miss at least an 8 **consecutive** hour absence in the claim week period to qualify for payment from the State**
  - This is not a combined total of 8 hours for PFML during the week- it must be consecutive
- **Once an employee has the 8 consecutive hour requirement met, they are allowed to use PFML in 1-hour increments for any day in that same claim week**
  - This is not a combined total of 8 hours for PFML during the week- it must be consecutive



- **This 8 consecutive hour requirement can be spanned over the work shifts**
  - **Example:** Employee uses PFML Tuesday afternoon for 4 hours and then uses PFML Wednesday morning for 4 hours

