IRS requires W-2 reporting of FFCRA paid time off for self-care, other care, and family leave

Dear Valued Client,

The IRS issued **Notice 2020-54** requiring amounts paid under the Families First Coronavirus Response Act (FFCRA) to be reported in Box 14 on Form W-2 or on a separate statement.

The three types of leave mandated under the Act must be itemized separately using the following designations or something similar:

- Sick leave wages subject to the $511 per day limit
- Sick leave wages subject to the $200 per day limit
- Emergency family leave wages

Of course, not all employees will have all, or any, of these amounts. They need only be displayed if actually paid.

The $511 per day limit applies to FFCRA sick payments made because the employee:

- is subject to a governmental quarantine order related to COVID-19;
- has been advised by a health care provider to self-quarantine due to COVID-19; or
- is experiencing COVID-19 symptoms and seeking a diagnosis.

The $200 per day limit applies to FFCRA sick payments made because the employee:

- is caring for someone who, due to COVID-19, is subject to a governmental quarantine order or has been advised by a health care provider to self-quarantine;
- is caring for his/her child whose school or daycare has been closed due to COVID-19; or
- is experiencing any other substantially similar condition specified by the Department of Health and Human Services (HHS). So far, no similar conditions have been specified.

Emergency family leave refers to the 10 weeks of paid leave made because the employee is caring for his/her child whose school or daycare has been closed due to COVID-19.

Viventium will report your coded FFCRA earnings per the requirements of Notice 2020-54. For guidance in coding your FFCRA paid leave amounts correctly, please watch **COVID-19 Tax Credits and SBA Loan Payroll Data: A Hands-On Look Into Viventium Software** or reach out to your Dedicated Client Services Team.

In it with you,

Your Viventium Team