
Policy on New York State Paid Prenatal Leave Law

Effective January 1st, 2025, the **New York State Paid Prenatal Leave Law** (NYS Labor Law Section 196-b) requires all private-sector employers in New York State to provide their employees with twenty (20) hours of Paid Prenatal Leave each year, with no wait period.

Paid Prenatal Leave can be used for pregnancy-related health care appointments that include physical examinations, medical procedures, monitoring, testing, discussions with a health care provider needed to ensure a healthy pregnancy, end of pregnancy care, and fertility treatment. Only the employee directly receiving prenatal health care may use Paid Prenatal leave. A spouse, partner, or another support person attending prenatal appointment with a pregnant person is not entitled to Paid Prenatal Leave.

The Paid Prenatal Leave is measured in 52-week periods. An employee is entitled to 20 hours beginning on the date they first utilize the leave and ending 52 weeks later. For example, if an employee uses Paid Prenatal Leave for the first time on June 1st, 2025, they are entitled to 20 hours of Paid Prenatal Leave between June 1st, 2025, and May 31st, 2026. If that same employee wishes to use Paid Prenatal Leave on August 2nd, 2026, that date would trigger the start of a new 52-week period for which the employee is entitled to 20 hours Paid Prenatal Leave.

Unused benefit hours do not carry over to the following 52-week period and all employees, regardless how long they have been with the employer, are entitled to 20 hours of leave.

Employee Obligations:

Employees need to notify the RFMH Human Resources Department that they are using Paid Prenatal Leave. This can be done by emailing the mailbox of payroll-hrprocessing@rfmh.org. For employees at the Nathan Kline Institute please reach out to HRprocessing@nki.rfmh.org. The RFMH HR team will then grant this employee the specific Hours Type and accrual that will need to be used on the timecard to track time used under the Paid Prenatal Leave. This accrual will expire 52 weeks from after it was first used in the timecard system.

Supervisor Obligations:

If an employee inquires about the use of Prenatal Leave have them contact the appropriate RFMH Human Resources Department for further instructions.

You may reach out to Central Office Human Resources with any questions at 518-474-5661 or via email at payroll-hrprocessing@rfmh.org.