



What type of circumstances qualify for the company’s COVID claim under the CARES Act?

The following scenarios represent some of the justifications for leave that may be accepted for reimbursement under that CARES Act and the types of supporting documentation that may be required.

Scenario	Type of Documentation
You were diagnosed with COVID-19	A letter from a medical provider indicating the date you were diagnosed
You were exposed and recommended for quarantine by your health care provider	Letter from your medical provider, recommending quarantine
You were quarantined for COVID-19 due to personal domestic/international travel	Provide dates of travel, destination, and evidence of travel (e.g., tickets, hotel folio) or other form of documentation of travel
You were caring for a household member or family member diagnosed with COVID-19	Provide the name of the family member, relationship to you, and letter from their medical provider indicating the date they were diagnosed
You serve as the primary caregiver for a child or member of your household who was unable to attend school or daycare due to COVID-19	<p>For school closures, provide name of school, school district, evidence of registration, and announcement from school/district, that remote learning was in effect during the leave period.</p> <p>For daycare closures, documentation of enrollment confirmation by the childcare provider, attestation that no other suitable person was available to care for child, and for children 15-17, attestation that special circumstances required his/her care</p>
You were the primary wage earner to your household because the head of your household died from COVID-19 (name of deceased household member, date of death, death certificate) and circumstances related to COVID-19 prevented you from working.	Name of deceased household member, relationship, date of death, death certificate, and description of circumstances.

<p>You worked remotely, however, there were times you used paid leave to care for a child or member of your household who was unable to attend school or daycare due to COVID-19.</p>	<p>For school closures, provide name of school, school district, evidence of registration, and announcement from school/district, that remote learning was in effect during the leave period.</p> <p>For daycare closures, documentation of enrollment confirmation by the childcare provider, attestation that no other suitable person was available to care for child, and for children 15-17, attestation that special circumstances required his/her care.</p>
<p>None of the above, however, your approved work site/location was closed because of COVID-19, and you were not able to perform your work remotely.</p>	<p>Statement that your work could not be performed remotely and explanation as to why.</p>