

To file a claim for the **WA State Paid Family and Medical Leave (PFML)** benefits program, please contact the administrators: **WA State Employment Security Department (ESD)**.

Here is a link to their PFML webpage: <https://paidleave.wa.gov/> which answers frequently-asked questions and provides an informative video, in addition to sample forms and instructions on how to open a claim. ESD continues to update their PFML webpage, so check back often if you are planning to file a claim for benefits beginning in early January 2020.

Note:

- PFML claim forms may be available via the WA ESD website some time in December for potential benefit payments effective in January 2020.
- ESD requires claimants to give employers 30-days advance written notice of the anticipated start date for the leave when the leave is foreseeable.
- If you are receiving paid time off by using your leave accruals, please be aware that such pay may reduce your PFML benefit payment or may disqualify you from receiving a PFML benefit.

The WA ESD “Customer Care Team” can be reached at: 1-833-717-2273 or by email PaidLeave@esd.wa.gov .