

MN PFML Employer Reimbursement Cheat Sheet



What Employers Must Know Up Front

- Filing a claim does not mean approval
- Continuing wages early creates risk if the claim is denied
- PTO/ESST use could make MN PFML benefits not payable

Reimbursable (Only if conditions met)	Not Reimbursable
<ul style="list-style-type: none"> • Salary Continuation (must be in form of continued wages), • Must be clearly identified by the employer on the Employer Claim Form B, and • Reimbursement is requested before PFML benefits are approved and paid 	<ul style="list-style-type: none"> ✗ PTO/Vacation/ESST Sick Time ✗ Other paid time off outside of actual salary ✗ Variables not aligned with PFML ✗ Unapproved claim ✗ Using estimated PFML benefit amount ✗ Unique committee PFML benefit source
Required Steps for Employer Reimbursement	High-Risk Errors to Avoid
<ol style="list-style-type: none"> 1. Employer files MN PFML claim 2. Employer receives claim acknowledgement 3. Complete employer certification (Part B) (<i>Must request reimbursement on this form at time of filing before the claim is approved</i>) 4. Claim decision letter issued 5. Reimbursement processing 	<ul style="list-style-type: none"> ✗ Paying full wages after claim acknowledgment without clarifying salary continuation or PTO ✗ Requesting reimbursement after benefits are paid ✗ Using estimated PFML benefits on payroll ✗ Applying PTO/ESST before claim approval