









# Parental Leave Pay – sharing your days and using them flexibly

Bringing a new child into the family is an exciting time. It can also come with challenges such as balancing work, family and finances.

Parental Leave Pay (PLP) is a payment to help support parents take time off work to care for a newborn or recently adopted child. It is a payment that you can use flexibly and can be shared between parents. The number of days you will be paid for depends on when your child was born or adopted.

Whether you are the birth parent, an adoptive parent or in a surrogacy arrangement, you can use PLP in a way that meets your needs.

## Choose how to take your payment

You can choose how to use your PLP days so that it suits you, your family and your work schedule.

You can use it in any of the following ways:

- use all your days at once with no breaks
- use a series of single days
- spread out your days in to smaller groups of weeks and individual days.

You can take your days before, after or at the same time you get paid or unpaid leave from your work.

At least one parent needs to claim and be eligible within 12 months from when your child is born or adopted. The other parent has 2 years to claim from the child's birth or date of adoption.

## Share with your partner or another parent

PLP can be shared between eligible parents.

You can decide how to share these days. You may want to share the days evenly or have one parent take more days. This gives you both the option to spend time at home with your baby.

You and your partner can also take some days at the same time, so you can spend time together as a family.

You can share your days with another parent if you are either:

- the birth mother
- the first adoptive parent
- the first gaining parent in a surrogacy arrangement.

The other parent must be either:

- the partner of the birth mother
- the biological father
- the partner of the biological father
- the partner of an adoptive parent

- the partner of the gaining parent in a surrogacy arrangement.

PLP can be shared with you if the birth mother, first adoptive parent or first gaining parent in a surrogacy arrangement has chosen to share PLP days with you. To be eligible to use the shared days, both of you must meet the work test.

If you do not meet the work test, the birth mother, first adoptive parent or first gaining parent in a surrogacy arrangement can still take their share of PLP if they meet the work test.

For single parents, you can either take the full number of days or share it with the other eligible parent who meets the work test.

## Choose and change your days

When you claim PLP you must choose at least one day. If you are not sure when and how to use your other days, you can tell us about your PLP days and options at a later time. You must use them within 2 years from when your child is born or adopted. We'll send you a letter to remind you if you still have days to use before this date.

If you need to return to work earlier than planned or change your leave dates, and you will now be working on a day you had chosen to receive PLP, you need to change your days as soon as possible. You can also change the number of PLP days you share with your partner at any time.

You can do this using your Centrelink account through myGov.

## Working while getting PLP

You can use PLP days even if you go back to work. You can get it on any days you do not usually work, including days of paid or unpaid leave, weekends or non work days as part of a part time work arrangement. This can be helpful for parents who want to ease back into work.

## For more information

- Go to [servicessaustralia.gov.au/plpdays](https://servicessaustralia.gov.au/plpdays) for more information in English
- Go to [servicessaustralia.gov.au/parentalleavepay](https://servicessaustralia.gov.au/parentalleavepay) for more information in English and other languages
- Go to [servicessaustralia.gov.au/yourlanguage](https://servicessaustralia.gov.au/yourlanguage) where you can read, listen to or watch videos in your language
- Call **131 202** to speak with us in your language about Centrelink payments and services
- Call **132 011** for Medicare and **131 272** for Child Support. Let us know if you need an interpreter, and we will arrange one for free
- Visit a service centre.

Note: calls from your home phone to '13' numbers from anywhere in Australia are charged at a fixed rate. That rate may vary from the price of a local call and may also vary between telephone service providers. Calls to '1800' numbers from your home phone are free. Calls from public and mobile phones may be timed and charged at a higher rate.

## Disclaimer

The information contained in this publication is intended only as a guide to payments and services. It's your responsibility to decide if you wish to apply for a payment and to make an application with regard to your particular circumstances.