

# ★ Illinois Veterans Benefits and Services



The resources listed are available at no cost to assist Illinois veterans in gaining their earned benefits and services and understanding their rights, protections, and accommodations.

## Mental Health and Substance Abuse Resources

U.S. Department of Veterans Affairs Veterans Crisis Line  
Call: 988, press 1 • Text: 838255

## Veteran Suicide and Crisis Lifeline

U.S. Department of Veterans Affairs Veterans Crisis Line  
Call: 988, press 1 • Text: 838255

## Crisis Text line

Text: 741741 • Chat: [crisistextline.org](https://crisistextline.org)

## State Resources



### Illinois Department of Veterans Affairs

<https://veterans.illinois.gov/>



### Illinois Office of the Attorney General

Military and Veterans Rights Bureau



### Illinois Secretary of State

Veteran Driver's License or non-driver Veteran Identification Card and military specialized license plates

## United States Department of Veterans Affairs federal claims support



### U.S. Department of Veterans Affairs



### Illinois Department of Veterans Affairs



### County Veterans Assistance Commission



### Veterans Service Organizations in Illinois

## Military and Veterans Rights Helpline



The Military and Veterans Rights Bureau offers a helpline, 1-800-382-3000, to assist service members, veterans, and dependents on a wide-variety of issues related to military service while providing useful information designed to assist in the receipt of veterans' benefits.

## Illinois State Benefits Support



### Illinois Department of Veterans Affairs



### Property Tax Benefits: Standard Homestead Exemption for Veterans with Disabilities

## Legal Services



### Illinois Armed Forces Legal Aid Network (855-452-3526)



### Veteran Treatment Court

## Educational Benefits



### Illinois Department of Veterans Affairs

## Women Veterans



### Illinois Department of Veterans Affairs



### United States Department of Veterans Affairs Center for Women Veterans

## Homeless Veterans

National Call Center for Homeless Veterans  
at (877) 4AID-VET (877-424-3838)



### United States Department of Veterans Affairs Homeless Program



### Illinois Department of Veterans Affairs Prince Home

## Protections for Survivors of Sexual Violence in the Military

To learn more about established protections, refer to: PA 102-0890 ([ilga.gov](https://ilga.gov))

For Service Members, Veterans, and Families (SMVF) in Crisis



# YOU HAVE THE RIGHT TO BE FREE FROM JOB DISCRIMINATION AND SEXUAL HARASSMENT.



The Illinois Human Rights Act states that you have **the right to be free from unlawful discrimination and sexual harassment**. This means that employers may not treat people differently based on race, age, gender, pregnancy, disability, sexual orientation or any other protected class named in the Act. This applies to all employer actions, including hiring, promotion, discipline and discharge.

## REASONABLE ACCOMMODATIONS

You also have the right to reasonable accommodations based on pregnancy and disability. This means you can ask for reasonable changes to your job if needed because you are pregnant or disabled.



## RETALIATION

It is also unlawful for employers to treat people differently because they have reported discrimination, participated in an investigation, or helped others exercise their right to complain about discrimination.



## REPORT DISCRIMINATION

To report discrimination, you may:

1. Contact your employer's human resources or personnel department.
2. Contact the Illinois Department of Human Rights (IDHR) to file a charge.
3. Call the Illinois Sexual Harassment and Discrimination Helpline at 1-877-236-7703 to talk to someone about your concerns.

Chicago:

555 W Monroe Street, 7th Floor

Chicago, IL 60661

(312) 814-6200

(866) 740-3953 (TTY)

(312) 814-6251 (Fax)

Springfield:

524 S. 2nd St., Suite 300

Springfield, IL 62701

(217) 785-5100

(866) 740-3953 (TTY)

(217) 785-5106 (Fax)

Website: [dhr.illinois.gov](http://dhr.illinois.gov)

Email: [IDHR.Intake@illinois.gov](mailto:IDHR.Intake@illinois.gov)

Employers shall make this poster available and display it where employees can readily see it. This notice is available for download at: [www.illinois.gov/dhr](http://www.illinois.gov/dhr)



# PAID LEAVE FOR ALL WORKERS ACT NOTICE

Employers must provide employees with up to 40 hours of paid leave for any reason.

## Paid Leave

- **Workers:** Earn up to 40 hours of paid leave from work per year.
- **Use:** Workers can use paid leave for any reason of their choosing. Employers may not require workers to provide a reason for their paid leave request or require a worker to find a replacement worker.
- **Accrual:** Workers earn 1 hour of paid leave for every 40 hours they work. Employers may also provide workers with all paid leave hours at the start of the 12-month period (frontloading).
- **Carryover:** Workers rollover all unused accrued paid leave at the end of the year. Any unused frontloaded leave does not have to be carried over.

- **Retaliation is prohibited:** Penalties may apply to employers that take adverse action against workers who exercise their rights under this law.



## Penalties

Workers may recover the amount they should have been paid for the leave, penalties, and other equitable relief.

## Filing a Complaint

A worker may file a complaint with the Illinois Department of Labor alleging a violation of this Act by filling out a complaint form at [labor.illinois.gov/paidleave](https://labor.illinois.gov/paidleave).

## Existing Policy and Exclusions

Certain exceptions may apply for employers who already provide their workers with paid leave. There are also certain categories of workers that are not covered by the law.

See QR code for more information on how to file a complaint and applicable exceptions to the law.



For a complete text of the laws, visit our website at:  
[www.labor.illinois.gov](https://www.labor.illinois.gov)

For more information or to file a Complaint, contact us at:  
[DOL.PaidLeave@illinois.gov](mailto:DOL.PaidLeave@illinois.gov)  
312-793-2600

**THIS NOTICE MUST BE DISPLAYED IN A CONSPICUOUS PLACE ON THE PREMISES OF THE EMPLOYER WHERE OTHER NOTICES ARE POSTED.**



# Pay Transparency Updates to the Illinois Equal Pay Act of 2003

## Employers with Pay Transparency Requirements

Any employer with 15 or more employees who, after January 1, 2025, publishes a job posting for a specific employment opportunity is required to include pay and benefits information in the job posting **IF** the work is to be performed:

- Physically in Illinois, at least in part **OR**
- Outside Illinois, but reporting to an Illinois supervisor, office, or work site.

## Opportunity for Promotion

When an employer with 15 or more employees chooses to publish a specific job posting externally, such as on a job board or website, then the employer must also inform all current employees of the job opportunity.

- Please note that this requirement only applies for jobs to be performed at least in part in Illinois, or outside Illinois but reporting to an Illinois supervisor, office, or work site.

## Required Information

Wage or salary (or a defined pay range) and general description of benefits for the position advertised.

- Employers may include a hyperlink to a publicly viewable web page that includes pay and benefits, so long as it gives pay and benefits for the specific position.

## Complaints

A person may file a complaint about pay transparency or promotional opportunity in job postings within one year of the violation.

To file a complaint, visit **[labor.illinois.gov/pay](https://labor.illinois.gov/pay)**

## Retaliation

An employer or an employment agency shall not refuse to interview, hire, promote, or employ, and shall not otherwise retaliate against, an applicant for employment or an employee for exercising any rights under subsection.

## Penalties

An employer may have to pay penalties if, after investigation, the Department finds that they have violated these requirements.



**Phone:** (312) 793-6797

**Email:** [DOL.EqualPay@illinois.gov](mailto:DOL.EqualPay@illinois.gov)

**Website:** [Labor.Illinois.gov/pay](https://Labor.Illinois.gov/pay)







# Victims' Economic Security and Safety Act (VESSA)

## REQUIRED NOTICE FOR EMPLOYERS

**VESSA** provides employees who are victims of domestic violence, sexual violence, gender violence, or any other crime of violence, and employees who have a family or household member who is a victim of such violence, with unpaid, job-guaranteed leave; reasonable accommodations; and protections from discrimination and retaliation.

This time may be used if the employee or the employee's family or household member is:

- Experiencing an incident of domestic violence, sexual violence, gender violence, or any other crime of violence
- Recovering from the violence;
- Seeking or receiving medical help, legal assistance (including participation in legal proceedings), counseling, safety planning, or other assistance;
- Temporarily or permanently relocating;
- Taking other actions to increase the safety of the victim from future domestic, sexual, or gender violence, or any other crime of violence, or to ensure economic security.
- Attending the funeral or alternative to a funeral if death is caused by crime of violence;
- Making arrangements necessitated by a death caused by a crime of violence; or
- Grieving a death caused by a crime of violence.

**NOTICE AND CERTIFICATION** Employees must provide the employer with at least 48 hours advance notice of the intention to take leave, unless providing advance notice is not practicable. If an employee is unable to provide advance notice, an employee must provide notice when an employee is able to do so, within a reasonable period of time after the absence. Certification may be provided to the employer by a sworn statement of the employee and other documentation, if the employee has possession, such as the following:

- Documentation from an employee, agent or volunteer of a victim services organization, an attorney, a member of the clergy, or medical or other professional assisting in addressing the violence;
- A police, court, or military record;
- A death certificate, published obituary, or written verification of death, burial, or memorial services, or
- Other corroborating evidence.

### AMOUNT OF LEAVE permitted during a 12-month period under the VESSA based on number of employees:

Number of employees	Leave permitted
1-14 employees	4 weeks
15-49 employees	8 weeks
50 or more employees	12 weeks*

Leave may be taken consecutively, intermittently, or on a reduced work schedule basis.

\*As of January 1, 2024, employees who have worked at least 1250 hours in the previous 12 months working for employers with 50 or more employees (employees eligible under the Family Bereavement Leave Act, 820 ILCS 154 et seq.) are entitled to 2 additional weeks unpaid leave for certain reasons relating to a family or household member's death due to a crime of violence to be completed within 60 days after the date the employee received notice of the death of the victim.

**ACCOMMODATIONS** VESSA provides that employees are entitled to reasonable accommodations to address the needs of the victim(s). Accommodations include, but are not limited to, an adjustment to the job structure, workplace facility, work requirements, or telephone number, seating assignment, or physical security of the work area. An employee has the right to access any digital documents or communications stored on an employer-issued device relating to domestic, sexual, or gender violence, or any other crime of violence.

**DISCRIMINATION AND RETALIATION** VESSA prohibits employers from discriminating, retaliating, or otherwise treating an employee or job applicant unfavorably if the individual involved:

- Is or is perceived to be a victim of domestic, sexual, or gender violence, or any other crime of violence;
- Attended, participated in, prepared for, or requested leave to attend, participate in, or prepare for a criminal or civil court or administrative proceeding relating to domestic, sexual, or gender violence, or any other crime of violence;
- Requested or took VESSA leave for any reason;
- Requested an accommodation, regardless of whether the accommodation was granted;
- Used employer-issued equipment to record domestic, sexual, or gender violence, or any other crime of violence committed against them or a family or household member.
- The workplace is disrupted or threatened by the action of a person whom the individual states has committed or threatened to commit domestic, sexual, or gender violence, or any other crime of violence, against the individual or the individual's family or household member; or
- Exercised any other rights under VESSA.

**COMPLAINTS** For information on filing a complaint please call: **312-793-2600** or visit [labor.illinois.gov/vessa](https://labor.illinois.gov/vessa)

**CONFIDENTIALITY** Employers must maintain the confidentiality of all information pertaining to the use of VESSA leave pursuant to 820 ILCS 180/30(d).

**[labor.illinois.gov](https://labor.illinois.gov) • [DOL.LeaveRights@illinois.gov](mailto:DOL.LeaveRights@illinois.gov)**

Lincoln Tower Plaza	Jesse White State of Illinois Building	Regional Office Building
524 South 2nd Street, Suite 400 Springfield, Illinois 62701 (217) 782-6206 Fax: (217) 782-0596	115 S LaSalle St 37th Floor Chicago, IL 60603 (312) 793-2800 Fax: (312) 793-5257	2309 West Main Street, Suite 115 Marion, Illinois 62959 (618) 993-7090 Fax: (618) 993-7258

## Illinois Department of Employment Security

# NOTICE to workers about Unemployment Insurance Benefits

THE POSTING OF THIS NOTICE IS REQUIRED BY THE ILLINOIS UNEMPLOYMENT INSURANCE ACT.

### FILING A CLAIM

The Illinois Unemployment Insurance Act provides for the payment of benefits to eligible unemployed workers and for the collection of employer contributions from liable employers. It is designed to provide living expenses while new employment is sought. Claims should be filed as soon as possible after separation from employment. Claims can be filed online at [www.ides.illinois.gov](http://www.ides.illinois.gov) or at the nearest Illinois Department of Employment Security office to the worker's home. To be eligible for benefits, an unemployed individual must be available for work, able to work and actively seeking work and, in addition, must not be disqualified under any provisions of the Illinois Unemployment Insurance Act.

Each employer shall deliver the pamphlet "What Every Worker Should Know About Unemployment Insurance" to each worker separated from employment for an expected duration of seven or more days. The pamphlet shall be delivered to the worker at the time of separation or, if delivery is impracticable, mailed within five days after the date of the separation to the worker's last known address. Pamphlets shall be supplied by the Illinois Department of Employment Security to each employer without cost.

A claimant may also be entitled to receive, in addition to the weekly benefit amount, an allowance for a non-working spouse or a dependent child or children. The allowance is a percentage of the average weekly wage of the claimant in his or her base period. The weekly benefit amount plus any allowance for a dependent make up the total amount payable.

If, during a calendar week an employee does not work full-time because of lack of work, he or she may be eligible for partial benefits if the wages earned in such calendar week are less than his or her weekly benefit amount. For any such week, employers should provide employees with a statement of "low earnings" which should be taken to their Illinois Department of Employment Security office.

**NOTE:** Illinois unemployment insurance benefits are paid from a trust fund to which only employers contribute. No deductions may be made from the wages of workers for this purpose.

Unemployment insurance information is available from any Illinois Department of Employment Security office. To locate the office nearest you, call 1-800-244-5631 or access the locations through our website at [www.ides.illinois.gov](http://www.ides.illinois.gov).

### BENEFITS

Every claimant who files a new claim for unemployment insurance benefits must serve an unpaid waiting week for which he has filed and is otherwise eligible.

The claimant's weekly benefit amount is usually a percentage of the worker's average weekly wage. The worker's average weekly wage is computed by dividing the wages paid during the two highest quarters of the base period by 26. The maximum weekly benefit amount is a percentage of the statewide average weekly wage. The minimum weekly benefit amount is \$51. The statewide average weekly wage is calculated each year.

#### If Your Benefit Year Begins:

##### *This year between:*

Jan. 1 and March 31

##### *This year between:*

April 1 and June 30

##### *This year between:*

July 1 and Sept. 30

##### *This year between:*

Oct. 1 and Dec. 31

#### Your Base Period Will Be:

##### *Last year between:*

Jan. 1 and Sept. 30 and  
the year before between  
Oct. 1 and Dec. 31

##### *Last year between:*

Jan. 1 and Dec. 31

##### *Last year between:*

April 1 and Dec. 31 and  
this year between  
Jan. 1 and March 31

##### *Last year between:*

July 1 and Dec. 31 and  
this year between  
Jan. 1 and June 30

In order to be monetarily eligible, a claimant must be paid a minimum of \$1,600 during the base period with at least \$440 of that amount being paid outside the highest calendar quarter.

If you have been awarded temporary total disability benefits under a workers' compensation act or other similar acts, or if you only have worked within the last few months, your base period may be determined differently. Contact your local IDES office for more information.

### REPORTING TIPS

Each employee who receives tips must report these tips to employers on a written statement or on Form UC-51, "Employee's Report of Tips," in duplicate. Employers can furnish this form on request. The report shall be submitted on the day the wages are paid, or not later than the next payday, and shall include the amount of tips received during the pay period.

### TAXATION OF BENEFITS

Unemployment insurance benefits are taxable if you are required to file a state or federal income tax return. You may choose to have federal and/or Illinois state income tax withheld from your weekly benefits. Since benefits are not subject to mandatory income tax withholding, if you do not choose to withhold, you may be required to make estimated tax payments using Internal Revenue Service Form 1040 ES and Illinois Department of Revenue Form IL 1040 ES.

For additional information, call these toll-free numbers:

**Internal Revenue Service** 1-800-829-1040.

**Illinois Department of Revenue** 1-800-732-8866.

This poster fulfills all posting requirements for the Illinois Department of Employment Security.  
EMPLOYERS ARE REQUIRED TO POST THIS NOTICE IN A CONSPICUOUS PLACE FOR ALL EMPLOYEES.

# ***YOUR RIGHTS UNDER THE ILLINOIS SERVICE MEMBER EMPLOYMENT & REEMPLOYMENT RIGHTS ACT (330 ILCS 61)***



ISERRA (Illinois version of USERRA) protects the employment and benefits of service members who leave their civilian employment to serve our Nation or State.

In order to protect the common public interest in military service, it is the role of the Illinois Attorney General to promote awareness and ensure compliance with ISERRA by providing information, training, advocacy, and enforcement.

## **WHO IS PROTECTED?**

1. All members of the Armed Forces of the United States whether active duty or reserve, including the National Guard when performing State duty.
2. All members of Military Auxiliary Radio System, United States Coast Guard Reserve, Civil Air Patrol, and the Merchant Marines when performing official duties in support of an emergency.
3. Members who are released from military duty with follow-on care by the Department of Defense.

## **WHAT ARE THE RIGHTS, BENEFITS AND OBLIGATIONS UNDER ISERRA?**

ISERRA provides the same protections as USERRA (i.e., reemployment, benefits and discrimination) but expands protections to persons identified above and incorporates existing benefits to service members who are public employees. Because ISERRA represents the minimum employer requirements, employers maintain the right to provide greater benefits at their discretion.

## **WHO ENFORCES ISERRA?**

The ISERRA Advocate is an Assistant Attorney General appointed by the Illinois Attorney General to provide both advocacy and enforcement under ISERRA.

## **WHERE TO FIND MORE INFORMATION?**

Both service members and employers can find more information on the Attorney General's ISERRA Advocate webpage at <https://illinoisattorneygeneral.gov/rights-of-the-people/military-and-veterans-rights/> or call the Military & Veterans Rights Helpline at **1-800-382-3000** to ask questions or request training.



This notice is available for download on the Attorney General's website by going to <https://illinoisattorneygeneral.gov/rights-of-the-people/military-and-veterans-rights/>. Employers are required to provide employees entitled to rights and benefits under ISERRA a notice of the rights, benefits, and obligations of service member employees. This requirement may be met by the posting of this notice where employers customarily place notices for employees. ISERRA is codified as Public Act 100-1101 and can be found at [www.ilga.gov/legislation/publicacts/100/PDF/100-1101.pdf](http://www.ilga.gov/legislation/publicacts/100/PDF/100-1101.pdf).





This is a summary of laws that satisfies Illinois Department of Labor posting requirements.

# Your Rights Under Illinois Employment Laws



The mission of the Illinois Department of Labor is to protect and promote the wages, welfare, working conditions, and safety of Illinois workers by enforcing State labor and employment laws, providing compliance assistance to employers, and increasing public awareness of workplace protections. Through enforcement, education, and community partnerships, the Department works to ensure that workers are paid what they are owed and that employers who follow the law remain competitive.

## Minimum Wage & Overtime

### SETS MINIMUM WAGE FOR EMPLOYEES

Effective Jan. 1 2025

**\$15.00** PER HOUR

Applies to employers with 4 or more employees. Domestic workers are covered even if the employer only has 1 worker. Certain workers are not covered by the Minimum Wage Law and some workers may be paid less than the minimum wage under limited conditions.

**\$9.00** PER HOUR

Applies to tipped employees. If an employee’s tips combined with the wages from the employer do not equal the minimum wage, the employer must make up the difference.

**\$13.00** PER HOUR

Applies to youths (under 18) working fewer than 650 hours per calendar year.

### Overtime

Most hourly employees and some salaried employees are covered by the overtime law and must be compensated at time and one-half their regular pay for hours worked over 40 in a workweek.

**Hotline: 1-800-478-3998**

## Unpaid Wages

### WAGE PAYMENT AND COLLECTION ACT

- Employees must receive their final compensation, including earned wages, vacation pay, commissions and bonuses on their next regularly scheduled payday.
- Unauthorized deductions from paychecks are not allowed except as specified by law.
- Employers must reimburse employees for all necessary expenditures or losses incurred by an employee during the scope of employment and related to services performed for the employer. Employee must submit reimbursement request within 30 calendar days unless an employer policy allows for additional time to submit.
- Employer must provide an employee with a paystub for every pay period.

**Hotline: 1-312-793-2808**

## Paid Leave

### REQUIRES PAID LEAVE FOR ANY REASON

- **Workers:** Earn up to 40 hours of paid leave from work per year.
- **Use:** Workers can use paid leave for any reason of their choosing. Employers may not require workers to provide a reason for their paid leave request.
- **Accrual:** Workers earn 1 hour of paid leave for every 40 hours they work. Employers may also provide workers with all paid leave hours at the start of the 12-month period (frontloading).
- **Carryover:** Workers rollover all unused accrued paid leave at the end of the year. Any unused frontloaded leave does not have to be carried over.
- **Retaliation is prohibited:** Penalties may apply to employers that take adverse action against workers who exercise their rights under this law.

### Existing Policy and Exclusions

Certain exceptions may apply for employers who already provide their workers with paid leave. There are also certain categories of workers that are not covered by the law.

**Hotline: 312-793-2600**

## Meal & Rest Periods

### ONE DAY REST IN SEVEN ACT

Provides employees with 24 consecutive hours of rest within every seven (7) consecutive day period.

- Employers may obtain permits from the Department allowing employees to voluntarily work seven consecutive days.
- Employees working 7 1/2 continuous hours must be allowed a meal period of at least 20 minutes no later than 5 hours after the start of work, and an additional 20 minutes if working a 12 hour shift or longer.
- Employees must be afforded reasonable bathroom breaks.

**Hotline: 1-312-793-2804**

## Equal Pay Act

Requires employers to pay equal wages to men and women doing the same or substantially similar work, unless such wage differences are based upon a seniority system, a merit system, or factors other than gender.

- Employers and employment agencies are banned from asking applicants past wage and compensation histories.
- Employees may disclose or discuss their own salaries, benefits, and other compensation with their co-workers and colleagues.
- Employers are not allowed to pay less to African American employees versus non- African American employees
- Certain employees at large businesses may request wage/salary history for their job title from IDOL.
- Employers that publish job postings must include that position’s pay and benefits if an individual works in Illinois or, if working remotely out of state, reports to a supervisor or work location in Illinois.

**Hotline: 1-866-372-4365**

## Child Labor

### WORKERS UNDER AGE 16

Children under the age of 14 may not work in most jobs, except under limited conditions.

14 and 15-year-olds may work if the following requirements are met:

- Employment certificates have been issued by the school district and filed with the Department of Labor confirming that a minor is old enough to work, physically capable to perform the job, and that the job will not interfere with the minor’s education;
  - The work is not deemed a hazardous occupation (a full listing can be found on our website);
  - Work is limited to 3 hours per day on school days, 8 hours per day on non- school days and no more than 6 days or 18 hours per week when school is in session or 40 hours per week when school is not in session.
  - Work is performed only between the hours of 7 a.m. to 7 p.m. during the school year (7 a.m. to 9 p.m. June through September); and
  - A 30-minute meal period is provided no later than the fifth hour of work.

**Hotline: 1-800-645-5784**

## Violent Crime Victims’ Leave

Provides employees who are victims of domestic, gender, or sexual violence or any other crime of violence, or who have family or household members who are victims, in certain situations, with up to 12 weeks of unpaid leave and other accommodations and protections during a 12-month period.

- Employees who are eligible for unpaid bereavement leave under the Family Bereavement Leave Act are entitled to an additional 2 weeks of unpaid leave for certain reasons relating to a family or household member’s death due to a crime of violence. This leave must be used within 60 days after the date the employee received notice of the death of the victim.
- Effective 1/1/26, employees cannot be discriminated or retaliated against for using an employer-issued electronic device to document domestic, sexual, or gender violence, or any other crime of violence. Employers must also provide employees with access to the data stored on these devices related to the violence.

**Hotline: 1-312-793-2600**

**THIS NOTICE MUST BE DISPLAYED IN A CONSPICUOUS PLACE ON THE PREMISES OF THE EMPLOYER WHERE OTHER NOTICES ARE POSTED.**



For more information or to file a complaint, contact the Department at:

524 South 2nd St, Suite 400, Springfield, IL 62701 (217) 782-6206  
115 S LaSalle St Chicago, IL 60603 (312) 793-2800  
2309 W. Main Street, Suite 115 Marion, IL 62959 (618) 993-7090  
For a complete text of the laws, visit our website: [www.labor.illinois.gov](http://www.labor.illinois.gov)





**State of Illinois**  
Department of Human Rights

# IDHR



## **PREGNANCY** and your **RIGHTS** in the **WORKPLACE**

**Are you pregnant, recovering from childbirth, or do you have a medical or common condition related to pregnancy?**

**If so, you have the right to:**

- Ask your employer for a reasonable accommodation for your pregnancy, such as more frequent bathroom breaks, assistance with heavy work, a private space for expressing milk, or time off to recover from your pregnancy.
- Reject an unsolicited accommodation offered by your employer for your pregnancy.
- Continue working during your pregnancy if a reasonable accommodation is available which would allow you to continue performing your job.

**Your employer cannot:**

- Discriminate against you because of your pregnancy.
- Retaliate against you because you requested a reasonable accommodation.

# **PREGNANCY** and your **RIGHTS** in the **WORKPLACE**

It is illegal for your employer to fire you, refuse to hire you or to refuse to provide you with a reasonable accommodation because of your pregnancy. For more information regarding your rights, download the Illinois Department of Human Rights' fact sheet from our website at [dhr.illinois.gov](https://dhr.illinois.gov)

Es ilegal que su empleador la despida, se niegue a contratarla o a proporcionarle una adaptación razonable a causa de su embarazo. Para obtener información sobre el embarazo y sus derechos en el lugar de trabajo en español, visite [dhr.illinois.gov](https://dhr.illinois.gov)



**For immediate help or if you have questions, call  
(312) 814-6200 or (217) 785-5100 or (866) 740-3953 (TTY)**

## **CHICAGO**

555 West Monroe St.  
Suite 700, Intake Unit  
Chicago, IL 60661  
(312) 814-6200

## **SPRINGFIELD**

524 S. 2nd St.  
Suite 300, Intake Unit  
Springfield, IL 62701  
(217) 785-5100

**Learn more, contact IDHR, or initiate a charge at:**

**<https://dhr.illinois.gov>**

# WORKERS' COMPENSATION



is a system of benefits provided by law to most workers who have job-related injuries or illnesses. Benefits are paid for injuries that are caused, in whole or in part, by an employee's work. This may include the aggravation of a pre-existing condition, injuries brought on by the repetitive use of a part of the body, heart attacks, or any other physical problem caused by work. Benefits are paid regardless of fault.

## IF YOU HAVE A WORK-RELATED INJURY OR ILLNESS, TAKE THE FOLLOWING STEPS:

- 1. GET MEDICAL ASSISTANCE.** By law, your employer must pay for all necessary medical services required to cure or relieve the effects of the injury or illness. Where necessary, the employer must also pay for physical, mental, or vocational rehabilitation, within prescribed limits. The employee may choose two physicians, surgeons, or hospitals. If the employer notifies you that it has an approved Preferred Provider Program for workers' compensation, the PPP counts as one of your two choices of providers.
- 2. NOTIFY YOUR EMPLOYER.** You must notify your employer of the accidental injury or illness within 45 days, either orally or in writing. To avoid possible delays, it is recommended the notice also include your name, address, telephone number, Social Security number, and a brief description of the injury or illness.
- 3. LEARN YOUR RIGHTS.** Your employer is required by law to report accidents that result in more than three lost work days to the Workers' Compensation Commission. Once the accident is reported, you should receive a handbook that explains the law, benefits, and procedures. If you need a handbook, please call the Commission or go to the Web site.

If you must lose time from work to recover from the injury or illness, you may be entitled to receive weekly payments and necessary medical care until you are able to return to work that is reasonably available to you.

It is against the law for an employer to harass, discharge, refuse to rehire or in any way discriminate against an employee for exercising his or her rights under the Workers' Compensation or Occupational Diseases Acts. If you file a fraudulent claim, you may be penalized under the law.

- 4. KEEP WITHIN THE TIME LIMITS.** Generally, claims must be filed within three years of the injury or disablement from an occupational disease, or within two years of the last workers' compensation payment, whichever is later. Claims for pneumoconiosis, radiological exposure, asbestosis, or similar diseases have special requirements.

Injured workers have the right to reopen their case within 30 months after an award is made if the disability increases, but cases that are resolved by a lump-sum settlement contract approved by the Commission cannot be reopened. Only settlements approved by the Commission are binding.

For more information, go to the Illinois Workers' Compensation Commission's Web site or call any office:

Chicago: 312/814-6500    Collinsville: 618/346-3450    Peoria: 312/814-6500    Springfield: 217/785-7087  
Web site: [www.iwcc.il.gov](http://www.iwcc.il.gov)    Rockford: 312/814-6500    TDD (Deaf): 866/383-4370

### BY LAW, EMPLOYERS MUST DISPLAY THIS NOTICE IN A PROMINENT PLACE IN EACH WORKPLACE AND COMPLETE THE INFORMATION BELOW.

Party handling workers' compensation claims			
Business address			
Business phone			
Effective date		Termination date	
Policy number		Employer's FEIN	





# DAY AND TEMPORARY LABOR SERVICES ACT

## TEMPORARY WORKER RIGHTS

### CORRECT WAGES AND PAYMENT NOTICE

You have the right to be paid correctly based on your pay rate and hours worked and in accordance with all applicable wage laws.

The Day and Temporary Labor Services Agency must provide you with a detailed statement with the name and contact information for each third-party client where you worked, number of hours worked at each client company's worksite each day, your rate of pay for each hour worked, total pay period earnings, and all deductions.

### SAFETY AND HAZARD TRAINING

On or before your first day working at a client company each year, the Day and Temporary Labor Services Agency must give you general safety training for the client company's worksite. The training will cover all known and existing hazards, including hazards reported to the client company or the Day and Temporary Labor Services Agency by a worker. Training will be provided at no cost to you, and you must be paid for time spent in training.

### RIGHT TO REFUSE ASSIGNMENT DUE TO A LABOR DISPUTE

You have the right to refuse assignment to the client company's worksite or location where there is a strike, lockout, or other labor trouble without being retaliated against by your Day and Temporary Labor Services Agency.

### TRANSPORTATION

If your Day and Temporary Labor Services Agency or client company provides transportation to a worksite or refers you to a particular person, company, or carpool that provides transportation to a worksite, you cannot be charged for that transportation.

### EQUAL PAY

A worker that is assigned to work at a client company and performs work at the same client company for more than 720 hours within a 12-month period, has a right to be paid not less than the straight time hourly rate of pay or hourly equivalent of a directly hired employee who is entitled to overtime, provided that the worker performs the same or substantially similar work. If there is not a directly hired employee performing the same or substantially similar work, a worker has a right to be paid not less than the straight time hourly rate of pay or hourly equivalent of the lowest paid directly hired employee who is entitled to overtime.

**Lincoln Tower Plaza**  
524 South 2nd Street,  
Suite 400  
Springfield, Illinois 62701  
(217) 782-6206  
Fax: (217) 782-0596

**Jesse White State  
of Illinois Building**  
115 S LaSalle Street, 37th Fl.  
Chicago IL 60603  
(312) 793-2800  
Fax: (312) 793-5257

## DAY AND TEMPORARY LABOR AGENCIES' RESPONSIBILITIES

### REQUIRED NOTICE

Each Day and Temporary Labor Services Agency shall post this notice in an area easily accessible to all workers at each work location or branch office.

### WAGE PAYMENT AND NOTICE TO THE WORKER

A Day and Temporary Labor Services Agency shall provide, on a paycheck stub, a detailed statement with the following:

- contact information about each client company where the laborer worked
- number of hours worked at each client company's worksite each day
- rate of pay for each hour worked
- total pay period earnings
- all deductions

The Day and Temporary Labor Services Agency shall also provide each worker an annual earnings summary within a reasonable time after the preceding calendar year.

Temporary workers have the right to request that their Day and Temporary Labor Services Agency issue weekly, bi-weekly, or semi-monthly checks.

### TRANSPORTATION

Day and Temporary Labor Services Agencies are responsible for the conduct of drivers providing transportation for workers unless an exception applies in the Act.

### REGISTRATION

Day and Temporary Labor Services Agencies must register with the Illinois Department of Labor. Registration information is available online at ***labor.illinois.gov/idtlsa***

### PLACEMENT FEES

Conversion or Placement fees cannot be charged by an agency after a laborer has performed work for 60 days at a third-party client.

## COMPLAINTS

To file a complaint or report a violation with the Department of Labor, visit [labor.illinois.gov](http://labor.illinois.gov) or call toll-free at

**1-877-314-7052**



Employer Name:	
Employer State of Situs:	
Name of Issuer:	
Plan Marketing Name:	
Plan Year:	

### Ten (10) Essential Health Benefit (EHB) Categories:

- Ambulatory patient services (outpatient care you get without being admitted to a hospital)
- Emergency services
- Hospitalization (like surgery and overnight stays)
- Laboratory services
- Mental health and substance use disorder (MH/SUD) services, including behavioral health treatment (this includes counseling and psychotherapy)
- Pediatric services, including oral and vision care (but adult dental and vision coverage aren't essential health benefits)
- Pregnancy, maternity, and newborn care (both before and after birth)
- Prescription drugs
- Preventive and wellness services and chronic disease management
- Rehabilitative and habilitative services and devices (services and devices to help people with injuries, disabilities, or chronic conditions gain or recover mental and physical skills)

## 2020-2025 Illinois Essential Health Benefit (EHB) Listing (P.A. 102-0630)

2020-2025 Illinois Essential Health Benefit (EHB) Listing (P.A. 102-0630)				Employer Plan Covered Benefit?
Item	EHB Benefit	EHB Category	Benchmark Page # Reference	
1	Accidental Injury -- Dental	Ambulatory	Pgs. 10 & 17	
2	Allergy Injections and Testing	Ambulatory	Pg. 11	
3	Bone anchored hearing aids	Ambulatory	Pgs. 17 & 35	
4	Durable Medical Equipment	Ambulatory	Pg. 13	
5	Hospice	Ambulatory	Pg. 28	

6	Infertility (Fertility) Treatment	Ambulatory	Pgs. 23 - 24	
7	Outpatient Facility Fee (e.g., Ambulatory Surgery Center)	Ambulatory	Pg. 21	
8	Outpatient Surgery Physician/Surgical Services (Ambulatory Patient Services)	Ambulatory	Pgs. 15 - 16	
9	Private-Duty Nursing	Ambulatory	Pgs. 17 & 34	
10	Prosthetics/Orthotics	Ambulatory	Pg. 13	
11	Sterilization (vasectomy men)	Ambulatory	Pg. 10	
12	Temporomandibular Joint Disorder (TMJ)	Ambulatory	Pgs. 13 & 24	
13	Emergency Room Services (Includes MH/SUD Emergency)	Emergency services	Pg. 7	
14	Emergency Transportation/ Ambulance	Emergency services	Pgs. 4 & 17	
15	Bariatric Surgery (Obesity)	Hospitalization	Pg. 21	
16	Breast Reconstruction After Mastectomy	Hospitalization	Pgs. 24 - 25	
17	Reconstructive Surgery	Hospitalization	Pgs. 25 - 26, & 35	
18	Inpatient Hospital Services (e.g., Hospital Stay)	Hospitalization	Pg. 15	
19	Skilled Nursing Facility	Hospitalization	Pg. 21	
20	Transplants - Human Organ Transplants (Including transportation & lodging)	Hospitalization	Pgs. 18 & 31	
21	Diagnostic Services	Laboratory services	Pgs. 6 & 12	
22	Intranasal opioid reversal agent associated with opioid prescriptions	MH/SUD	Pg. 32	
23	Mental (Behavioral) Health Treatment (Including Inpatient Treatment)	MH/SUD	Pgs. 8 -9, 21	
24	Opioid Medically Assisted Treatment (MAT)	MH/SUD	Pg. 21	
25	Substance Use Disorders (Including Inpatient Treatment)	MH/SUD	Pgs. 9 & 21	
26	Tele-Psychiatry	MH/SUD	Pg. 11	
27	Topical Anti-Inflammatory acute and chronic pain medication	MH/SUD	Pg. 32	
28	Pediatric Dental Care	Pediatric Oral and Vision Care	See AllKids Pediatric Dental Document	
29	Pediatric Vision Coverage	Pediatric Oral and Vision Care	Pgs. 26 - 27	



30	Maternity Service	Pregnancy, Maternity, and Newborn Care	Pgs. 8 & 22	
31	Outpatient Prescription Drugs	Prescription drugs	Pgs. 29 - 34	
32	Colorectal Cancer Examination and Screening	Preventive and Wellness Services	Pgs. 12 & 16	
33	Contraceptive/Birth Control Services	Preventive and Wellness Services	Pgs. 13 & 16	
34	Diabetes Self-Management Training and Education	Preventive and Wellness Services	Pgs. 11 & 35	
35	Diabetic Supplies for Treatment of Diabetes	Preventive and Wellness Services	Pgs. 31 - 32	
36	Mammography - Screening	Preventive and Wellness Services	Pgs. 12, 15, & 24	
37	Osteoporosis - Bone Mass Measurement	Preventive and Wellness Services	Pgs. 12 & 16	
38	Pap Tests/ Prostate- Specific Antigen Tests/ Ovarian Cancer Surveillance Test	Preventive and Wellness Services	Pg. 16	
39	Preventive Care Services	Preventive and Wellness Services	Pg. 18	
40	Sterilization (women)	Preventive and Wellness Services	Pgs. 10 & 19	
41	Chiropractic & Osteopathic Manipulation	Rehabilitative and Habilitative Services and Devices	Pgs. 12 - 13	
42	Habilitative and Rehabilitative Services	Rehabilitative and Habilitative Services and Devices	Pgs. 8, 9, 11, 12, 22, & 35	

***Special Note: Under Pub. Act 102-0104, eff. July 22, 2021, any EHBs listed above that are clinically appropriate and medically necessary to deliver via telehealth services must be covered in the same manner as when those EHBs are delivered in person.***

# PAYDAY NOTICE

## Regular Paydays for Employees of

\_\_\_\_\_  
(Company Name)

**Shall be as follows:**

☐ **Weekly**

☐ **Bi-Weekly**

☐ **Monthly**

☐ **Other** \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**PRINT**

## **OFFICIAL NOTICE**

### **Worker Freedom of Speech Act (820 ILCS 57/)**

**Effective January 1, 2025**

This workplace is committed to upholding employee rights under the **Worker Freedom of Speech Act**, which protects employees from mandatory participation in meetings that express an employer's religious or political views.

### **Your Rights:**

Under this Act, employees are entitled to:

- Decline participation in meetings or communications conveying an employer's religious or political stance.
- Protection from disciplinary actions, termination, or retaliation for exercising this right.
- Legal recourse, including reinstatement and back pay, for any violations of these protections.

### **Employer Responsibilities:**

Employers must ensure that all communications regarding religious or political matters remain voluntary. Retaliation against employees for exercising their rights under this Act is strictly prohibited.

### **Enforcement & Reporting:**

Violations can be reported to the **Illinois Department of Labor** for investigation. Employers found in violation may face civil penalties of \$1,000 per offense. Employees may also pursue legal action within one year of an alleged violation.

For more information or to file a complaint, contact: **Illinois Department of Labor**

Website: [www.illinois.gov/idol](http://www.illinois.gov/idol)

This notice is displayed in compliance with **Section 30** of the Worker Freedom of Speech Act (820 ILCS 57/30).