

Final Pay and Leave Payout

Payday is every other Friday. The pay period covers the two-week period that ends two weeks prior to payday. Your department HR representative can tell you when to expect your last pay and a leave payout when leaving county employment.

Final Pay and Leave Payoff

When leaving Fairfax County employment, you will receive your final pay according to the biweekly [pay schedule](#). The payment for annual and compensatory leave balance will be received on the payday following receipt of your final pay. This [leave payoff](#) will be deposited in your bank account via direct deposit. You will not be paid for unused sick leave. However, if you have separated from county employment in good standing and return to county employment in a merit position within one year of your separation, your sick leave balance will be reinstated. You are responsible for repaying, at the time of separation from county service, any outstanding advance sick leave or over-payment received at the time of termination, unless county service has ended due to full disability or death.

Benefit Deductions from Final Pay and Leave Payoff

Whether you are separating from your position at Fairfax County Government or retiring, benefit deductions and contributions will continue for all covered periods when time is paid. If your final check, or your leave payout, covers a period when your benefits were in effect, deductions and contributions will be taken

Note: Deferred Compensation accounts with T. Rowe Price remain associated with Fairfax County Government and do not close at an employee's time of separation or retirement. If contributions are not actively canceled by the employee, and the cancellation in effect before the final pay date, contributions will continue to be taken from the employee's final pay and leave payout.

For additional details on the timing of benefit deductions when employment terminates, contact the Benefits Division through HR Central at HRCentral@fairfaxcounty.gov or (703) 324-3311.

Additional Resources on FairfaxNet

- [DHR Payroll Division Page](#) – review available information on pay, withholdings, and records. For details on your final pay, visit the [Pay & Time Page](#).
- [Separating, Reducing Hours, or Retiring Page](#) – This page provides details on what will happen to your benefits and important steps as your employment status changes.
- [COBRA Continuation of Benefits Page](#) – find premiums and enrollment details. Retirees who separate from employment will receive a COBRA Notice. No action is needed if they have previously completed the required steps to maintain benefits as a retiree.
- If you participate in our Deferred Compensation plan, you have option to defer all or part of leave payout into your deferred comp account. For more information and forms needed for this please contact our T. Rowe Price team, Steve & Kelli, at: Fairfax457@troweprice.com . [457 Leave Payout Form](#) – when you retire or terminate employment you can contribute the payout from your remaining leave and compensatory time to the Fairfax County Deferred Compensation Plan with T. Rowe Price.
- [Health Savings Account Page](#) – find additional details on what happens to your Health Savings Account with HSA Bank post separation or retirement.
- [Missed Premium Deductions & Arrears Page](#) – Any arrears balance, funds owed to Fairfax County Government for missed premium deductions and contributions, must be paid prior to enrollment in either COBRA or benefits as a retiree. If an employee separates from Fairfax County Government with an arrears balance, the owed funds will be deducted from any future Fairfax County Government earnings. This includes separated employees who may be hired into a new position, with a new agency, at a future date.

Example

Scenario Details: Susie Benefits has resigned from her full-time Merit, benefit eligible position with Fairfax County Government effective May 20th. Susie was enrolled in the following benefits. All were active and in effect with no changes scheduled before her separation date.

- Cigna MyChoice CDHP Plan, Individual
- Delta Dental of Virginia, Individual
- Basic Life Insurance (paid for by county, no deduction)
- Contributing \$50 bi-weekly to a Health Savings Account
- Contributing 8% pre-tax, bi-weekly to 457(b) deferred compensation plan with T. Rowe Price
- Enrolled in Plan D with the Employee's Retirement Systems

Enrollment End Dates: Benefits remain in effect until the last day of the month in which an employee separates. Susie Benefits resigned effective May 20th. Her benefits will remain active until May 31st.

Pay Advice Details: Pay advice #* covers May 7th through May 20th and is paid to the employee on June 3rd.

Because Susie Benefits was actively covered in benefits during the period covered by this pay advice, deductions will be taken for the following benefits.

- Cigna MyChoice CDHP Plan, Individual
- Delta Dental of Virginia, Individual
- Contributing 8% pre-tax, bi-weekly to 457(b) deferred compensation plan with T. Rowe Price

Despite being covered for the period listed above, the following benefit contributions will not be deducted. While these plans remained active until May 31st, when active coverage ended, these accounts were either closed or no longer associated with Fairfax County Government. Pay advice #8 was paid on June 3rd, after the accounts were closed, preventing payroll deducted contributions from being taken or contributed on behalf of the employee.

- Contributing \$50 bi-weekly to a Health Savings Account
- Enrolled in Plan D with the Employee's Retirement Systems