

Maternity Benefits II – How to Apply & How Much They Amount to

In our previous article, we, along with the Czech Social Security Administration (CSSA), focused on basic information about maternity benefits (MBs). Now, we bring you information on how to apply for MBs, which documents to prepare for the application, and how the amount is calculated from a person's income.

❖ How to Apply for Maternity Benefits?

The application for maternity benefits can only be issued by a gynecologist. Employees submit this application to their employers, who then submit it to the corresponding District Social Security Administration (DSSA). Self-employed women submit the completed application directly to the DSSA.

For applicants living abroad, there is the Application for Maternity Benefits During Residence/Stay Abroad form (*Žádost o peněžitou pomoc v mateřství při bydlišti/pobytu v zahraničí*), which must be accompanied by a scanned original of a confirmation from a foreign doctor with the planned date of delivery.

If the right to MBs arises for the child's father, the mother's husband, or another person who has a legal decision about child custody, they must fill out the Application for Maternity Benefits When Taking a Child Into Care form (*Žádost o peněžitou pomoc v mateřství při převzetí do péče*). This must be accompanied by one of the following documents: an official decision on custody, the mother's death certificate, confirmation of the mother's health condition and her entitlement to MBs, or a written agreement with the child's mother, containing:

- the mother's consent,
- the date of the child's birth,
- the date from which the person caring for the child will be responsible for the child (this cannot be requested retrospectively),
- an officially verified signature of the child's mother,
- and the signature of the child's father or husband, which does not need to be verified.



The deadline for processing the benefit is one month from receiving the complete and correctly filled out documents. Employers submit the documents for their employees to DSSAs electronically.

In case of caring for twins or triplets and needing to extend MBs to 37 weeks, after 28 weeks, you must send a declaration of continued care to the respective DSSA.

❖ Amount and Payment of Maternity Benefits

MBs are calculated from the gross pay of the previous 12 calendar months before starting maternity leave (e.g., when maternity leave starts on October 10, 2023, calculating the MBs includes the period from October 1, 2022, to September 30, 2023). This amount determines the reduced daily assessment base/RDAB (*redukováný denní vyměřovací základ*). MBs amount to 70% of the RDAB for each calendar day.

If the woman was sick or had another work obstacle during this period, it does not affect the calculation of MBs, but these days (of sickness or obstacles) do not affect the amount of the benefits.

If the woman becomes pregnant again and works for the same employer, the entitlement to more MBs is calculated from the RDAB, as with the previous MBs, if it is more advantageous. Only a recalculation according to the current reduction limits is made.

MBs are paid to the recipient's bank account or by a money order to the address stated in the application (the cost of the money order is deducted from the benefit). The benefit is always paid retrospectively at the beginning of the month following the period for which it is granted.

Information on the end of maternity leave (date of termination of entitlement to the benefit) is given in the report for the recipient or on the money order.

In case of rejection of the MBs application, the applicant will receive this information by registered mail to the address of their permanent residence.



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