

Current Policy: Pandemic-Related Sick Leave

An employee who is fully vaccinated may request up to one week of **Pandemic-Related Sick Leave (PRSL)** at 100% of base pay if the employee is unable to work or telework because:

1. The employee has been advised by a healthcare provider, including Public Health, to self-quarantine due to concerns related to COVID-19 or is experiencing symptoms of COVID-19 and seeking a medical diagnosis.*
2. The employee is caring for an individual who has been advised as described above in #1.*
3. The employee is subject to a quarantine or isolation order issued by a governmental entity for the population at large related to COVID-19.
4. The employee is caring for his/her son or daughter if the school, place of care, or child care provider of the son or daughter has been closed or is unavailable due to COVID-19 precautions.

Unless specifically defined otherwise herein, definitions under this policy will be adopted from the Families First Coronavirus Response Act and the Family and Medical Leave Act.

*Employees requesting leave under reasons 1 and 2 may qualify for Family and Medical Leave (FML). Employees meeting FML eligibility requirements should apply for FML using the normal procedures. Employees requesting leave under reasons 3 and 4 will not qualify for FML.

Notes

- An application process will be required with medical or childcare/school documentation as well as proof of employee vaccination.
- Unused PRSL will not carry over and will not be paid out upon termination.
- After the first workday (or portion thereof) an employee receives PRSL, the Appointing Authority may require the employee to follow reasonable notice procedures in order to continue receiving PRSL.
- This leave does not add additional weeks of FML protection to an employee's FML accrual.

Effective Date

January 1, 2022 through March 31, 2022.