

## **Sick Leave for Family Illness**

Full-time or regular part-time employees may use a portion of their accrued sick leave to provide necessary care and attendance of an ill or injured family member who is residing and recuperating in the employee's home. The use of accumulated sick leave for the care and attendance of a family member is limited to no more than six (6) workdays in any one (1) calendar year.

Necessary care and attendance is defined as:

- Medically required care and attendance for a family member who is injured or ill and is recuperating in the employee's home and who requires physical care;
- Transportation of a family member, who resides in the employee's home, to physician's appointment or treatment when the family member cannot or should not (under physician's orders) drive;
- Routine elective medical examinations for employee's minor children; or
- Employee's attendance following the birth of a son or daughter in order to care for the son or daughter; or the employee's attendance following the placement of a son or daughter with the employee for adoption or foster care.

Necessary care and attendance shall not be interpreted to mean:

- Attendance at a hospital with an ill family member (hospital is providing care), unless family member requires medical assistance from the employee (i.e. blood transfusions);
- Transportation of a family member to physician's appointments because of convenience (e.g. only one car); or
- Care of well children if spouse or caregiver is ill.

For additional information, please refer to Administrative Regulation 2.21.