

## Earning and Using Sick Leave for Colorado employees

#### Valid Leave Reasons

An employee may take leave under Washington Law:

Caring for a physical or mental illness, injury or health condition, or medical diagnosis, care, or preventive medical care, of an employee or employee's family member, defined as an immediate family member related by blood, marriage, civil union, or adoption, a child for whom the employee stands or previously stood in loco parentis, or a person for whom the employee is responsible for providing or arranging health or safety care.

Specified purposes if employee or family member is a victim of domestic abuse, sexual assault, or harassment.

Closure of an employee's place of business or a child's school or place of care due to a public health emergency.

Grieving, attending funeral or memorial services, or dealing with financial and legal matters after a family member's death (effective Aug. 7, 2023).

Closure of a family member's school or place of care due to inclement weather, loss of power, heating, or water, or other unexpected occurrence or event (effective Aug. 7, 2023).

Evacuating employee's residence due to inclement weather, loss of power, heating, or water, or other unexpected occurrence (effective Aug. 7, 2023).

## Accruing Sick Leave Time

An employee earns one (1) hour of sick leave for every thirty (30) hours worked commencing upon his/her hire date during his/her first calendar year of employment as well as subsequent calendar years.

# Carry Forward of Accrued Unused Leave Time

After the conclusion of the calendar year, the Employee may "carry forward" any accrued but unused leave, to a maximum of forty-eight (48) unused hours into the following calendar year.

### Using Sick Leave Time

Employees can use accrued leave immediately and may use a maximum of forty-eight (48) hours in any calendar year. Employers may require certification that leave is for a permitted purpose for 4 or more consecutive paid sick leave days.

## No payment of Unused Sick Leave Upon Separation

An employee is not entitled to payment of accrued, earned sick leave on separation from employment.