

Accrual	
Accrual Start	January 1, 2018 or date of hire
Accrual Rate	1 hour for every 30 hours worked
Yearly Accrual Maximum	40 hours
Yearly Use Maximum	64 hours
Total Accrual	64 hours at any time
Frontloading	Permitted
Carryover Maximum	40 hours (unless employer awards the full amount at the beginning of the year)
Use of Leave	
Employee	<ul style="list-style-type: none"> • Care for mental or physical illness, injury, or condition • Obtain preventative medical care • Maternity or paternity leave • Absence due to domestic violence, sexual assault, or stalking committed against
Employee's Family Member	<ul style="list-style-type: none"> • Care for mental or physical illness, injury, or condition • Obtain preventative medical care • Absence due to domestic violence, sexual assault, or stalking committed against
Verification of Leave	Employer may require verification that the leave was used appropriately used for more than two consecutive scheduled shifts, or used during the period between the 107 and 120 calendar days, both inclusive, that the employee was employed
Leave Balance	When wages are paid the employer must provide in writing or through an online system a statement regarding the balance of the employee's available earned sick and safe leave
Recordkeeping	
Retention	At least 3 years
Documentation	Accrual and use of earned sick and safe leave for each employee
Anti-Retaliation	
Adverse Action	Employer may not discharge, demote, threaten with discharge or demotion, or discriminate against because the employee exercises in good faith his or her earned sick and safe leave rights, or interfere with, restrain, or deny the exercise of rights
Absence Policy	Employer may not apply an absence control policy that include earned sick and safe leave absences as an absence that may lead to or result in an adverse action against the employee