

## EXPLANATION OF "SICK LEAVE USE" OPTION

Under Kern County Ordinance Code section 3.28.110, if an employee suffers an industrial illness or injury, that employee has an election between two (2) types of benefits:

1. After three ordinance days, an employee may take a leave of absence without pay and collect temporary disability benefits payable under workers' compensation for the duration of the temporary disability; **or**
2. After three ordinance days, an employee may take a paid leave of absence using accumulated sick leave for the period of the disability up to an amount equal to the amount of accrued sick leave. If this option is chosen, the employee's sick leave balance will be restored during the usage period at the rate of three days (3) credit for each five (5) days used [**upon return of the applicable temporary disability check**].

**An employee cannot select both.**

If your illness/injury is accepted as compensable, you must choose one of the benefit options explained above. They cannot be combined. Please indicate your choice:

- \_\_\_\_\_ 1. Leave of absence without pay, keeping any temporary disability payments.
- \_\_\_\_\_ 2. Leave of absence with pay, using accrued sick leave and returning all temporary disability payments to the **Auditor-Controller's Office, Attn: Payroll Accountant**.

Please indicate your usual biweekly work schedule: 10/80 \_\_\_ 9/80 \_\_\_ 8/80 \_\_\_

I hereby authorize the Auditor-Controller to deduct from my salary warrant or from any other monies due me from the County any amounts determined to have been overpaid to me while off work on a compensable industrial injury.

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Orig - WC Services  
CC - Auditor Controller