

Temporary Emergency Modified Pandemic Sick Leave Benefits

AP 40-53

If an employee is impacted by a pandemic situation, as declared by the World Health Organization (WHO), the following modified sick leave provisions will be in place:

- In the event that you believe you have contracted the H1N1 virus, please contact Health Link Alberta – 1 866 408-5465 before applying this administrative procedure.
- If an employee suffers from illness related to the pandemic virus, regular sick days will be reduced accordingly.
- If you are unable to attend your work because a member of your household or immediate family is suffering from pandemic symptoms, you will be allowed to use days from your sick bank and your sick bank will be reduced accordingly.
- If you are a sole or primary caregiver to an individual, you will be allowed to use days from your sick bank and your sick bank will be reduced accordingly.
- If you have exhausted all of your sick leave, please speak with your supervisor to activate a temporary emergency pandemic sick leave bank of up to 14 days. Sick leave used under the temporary sick leave bank will be recovered through future sick leave accruals of the employee.
- Employees will identify sick leave for the H1N1 virus on their time sheets by indicating Absence Code H1 – H1N1.

Once a pandemic status, as identified by the World Health Organization (WHO), is no longer in effect, all modified sick leave provisions will cease.