

City of Allentown

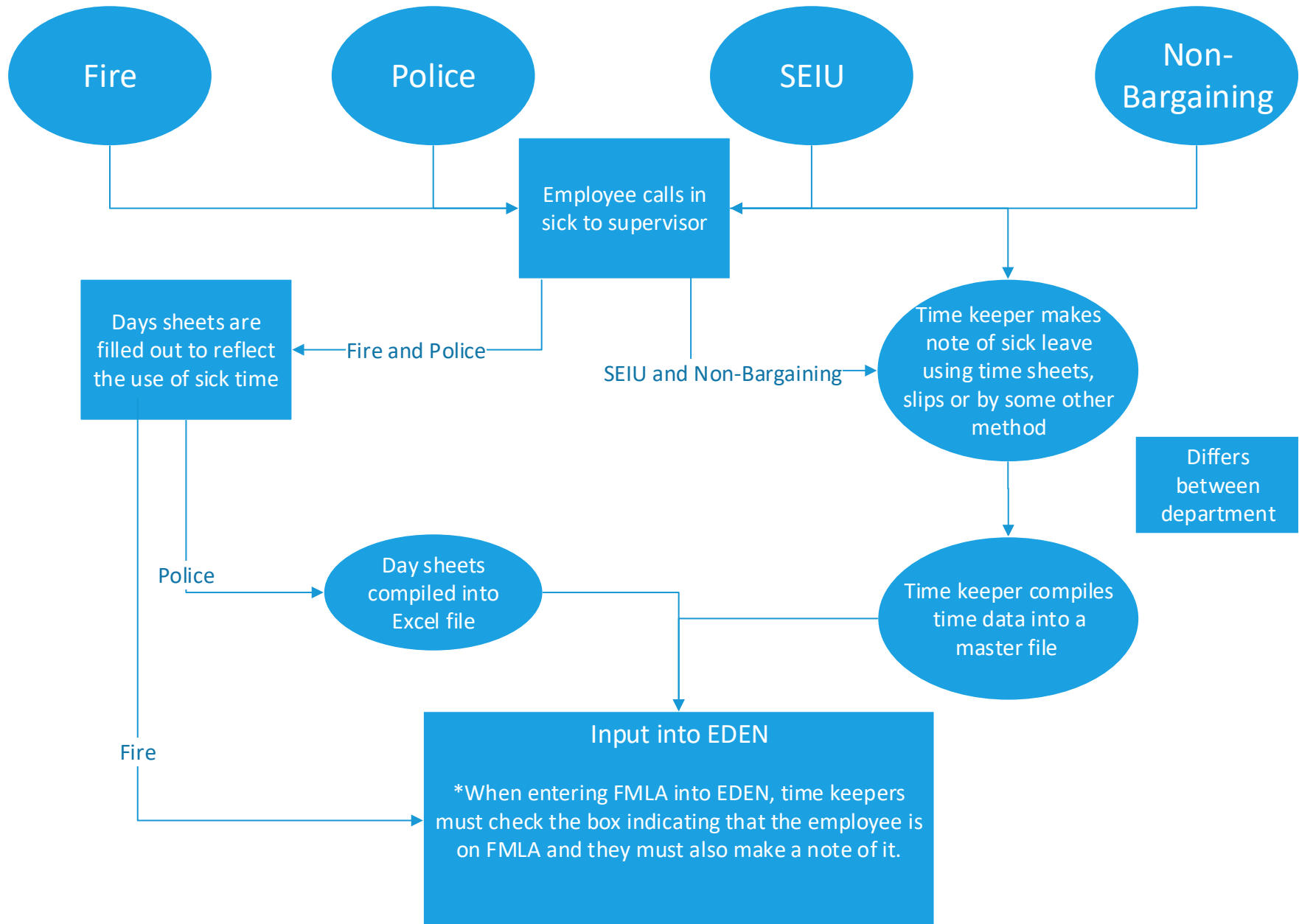
Sick Policy Summary

	Non-Bargaining	Fire	Police	SEIU
Rate of Accrual	1 $\frac{3}{4}$ days per month	2 $\frac{1}{2}$ days first 36 months, then 1 $\frac{3}{4}$ days per month	2 $\frac{1}{2}$ days per month	1 $\frac{3}{4}$ days per month
Cap on Accrual	200 days	175 days	180 days	200 days
Medical Certification needed	After 5 days	After 4 days	After 3 days	After 3 days
Sick Bonus	Sick Bonus- if an employee uses less than two <u>sick days</u> in a year, they get one bonus personal day for the next year	No Bonus in Contract	Incremental sick leave incentive time can be accumulated if you use fewer sick days.	If employee has two or fewer consecutive sick <u>occasions</u> *. then they earn two additional bonus days

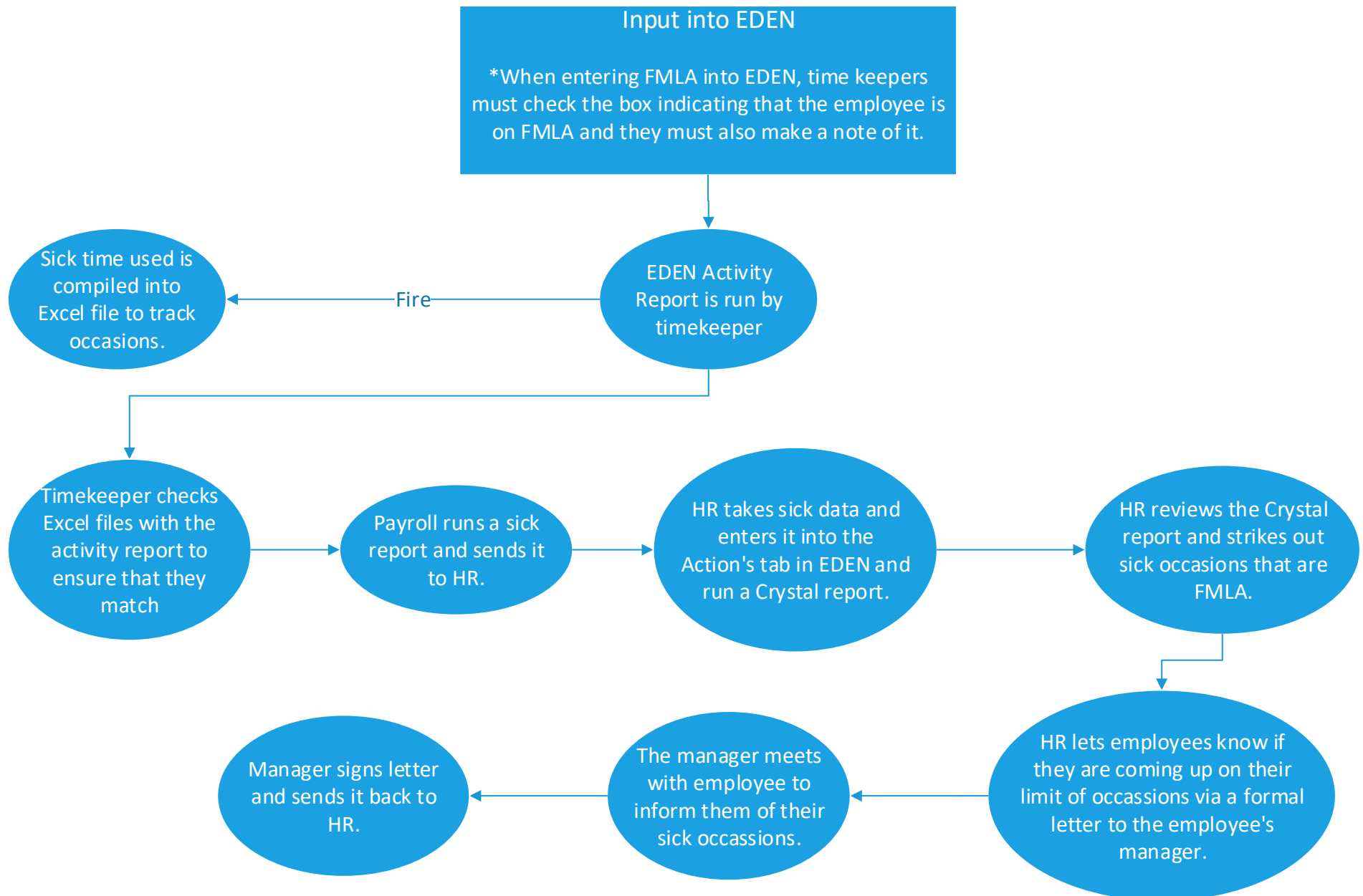
Occasion: Any period of consecutive days off, any portion of consecutive days off, any single day off or portion of single day, except for doctor's appointments (however, doctors' appointments policies differ from department to department. Also, FMLA does not count as an occasion per PPM page 28).

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Sick Process Flow



City of Allentown Sick Process Flow Cont.



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Medical Certification Notification Process



FMLA-Sick Process

