On February 10, 2022, Governor Newsom signed Senate Bill 114 (SB114) into law which provides employees with employer paid supplemental sick leave (SPSL) for various COVID-related absences.

**SB114 is effective retroactive to January 1, 2022 and will continue through September 30, 2022.**

* All employees are eligible for SPSL.
* Eligible employees can receive up to 80 hours of paid supplemental sick leave (prorated for part-time employees) for qualified COVID-related absences, as defined below. Employees who work a variable schedule will have their eligible hours calculated based on a required look-back period.
* SPSL pay is based on the employee’s regular rate of pay, up to $511 per day, up to a $5,110 max benefit.
* Employees can apply their own accrued leave to supplement the maximum pay if needed to achieve their full regular rate of pay.
* A request for SPSL benefits can be made retroactive to January 1, 2022 or due to a current or ongoing need. SPSL benefits will end as of September 30, 2022.
* To request SPSL, complete the attached request form and certification form (page 2) and submit to Briana Schaeffer, Benefits Technician, bschaeffer@miracosta.edu .
* Questions? Contact Carolyn Sneary, Human Resources Supervisor, csneary@miracosta.edu.

**Qualified COVID-related Absences:**

An employee is eligible for **40 hours** (or part-time equivalent) of SPSL leave benefits if they are unable to work or telework due to any of the following reasons:

1. Caring for Yourself:
	1. The employee is subject to a COVID-19 quarantine or isolation period required by local, state or federal order or guideline (the longest minimum period will apply);
	2. The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
	3. The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;
2. Vaccine-Related:
	1. The employee is attending an appointment to receive a COVID-19 vaccination or booster;
	2. The employee is experiencing symptoms related to a COVID-19 vaccine or booster that prevent the employee from being able to work or telework;
3. Caring for a Family Member:
	1. The employee is caring for a family member who is subject to a quarantine/isolation order or guideline or who has been advised to self-quarantine;
	2. The employee is caring for a child whose school or place of care is closed or otherwise unavailable for reasons related to COVID-19 on the premises;
	3. Qualifying family member is defined as: child, grandchild, parent, grandparent, spouse, domestic partner and sibling.

An employee is eligible for **an additional 40 hours** of SPSL leave benefits (or part-time equivalent) if they are unable to work or telework due to the following reasons.

1. Tested Positive for COVID-19:

a. The employee tests positive for COVID-19;

b. The employee’s qualifying family member tests positive for COVID-19.

c. Qualifying family member is defined as: child, grandchild, parent, grandparent, spouse, domestic partner and sibling.

d. SPSL requests due to a positive COVID-19 test result will require the employee to submit a copy of the positive test result with the SPSL request form.

**Retroactive SPSL Requests:**

1. If you reported sick leave due to a COVID-related absence, a request for SPSL benefits can be made to receive retroactive SPSL sick leave IF your absence qualifies for SPSL benefits. If eligible, Payroll will credit back your sick leave hours to your sick leave account.
2. If you experienced a COVID-related absence which resulted in unpaid time off, a request for SPSL benefits can be made to receive retroactive SPSL sick leave IF your absence qualifies for SPSL benefits.