ARTICLE XIII
SICK LEAVE

Section A: GENERAL

Until UCSF converts to hourly factors set forth in Section B below, the existing location practices will remain in effect.

Section B: SICK LEAVE CREDIT ON FACTOR ACCRUAL SYSTEM

1. An employee on pay status for at least one-half (1/2) of the working hours in a month or quadri-weekly cycle (i.e., two (2) consecutive biweekly pay periods) is eligible to accumulate sick leave credit for that period. An employee shall earn leave at the rate of .046154 hours per hour on pay status. The number of sick leave hours which may be accumulated is unlimited.

2. Time on pay status in excess of a full-time work schedule (on-call, call-back, premium pay, and overtime hours) shall not be included as pay status hours when computing the amount of sick leave earned.

3. Sick leave earned shall be credited to the employee on the next working day following the accrual period, except that an eligible separating employee shall earn proportionate sick leave through the last day on pay status.

Section C: SICK LEAVE EARNING ON MONTHLY SYSTEM

As long as UCSF retains the monthly banded Accrual System: An employee on pay status for at least one-half (1/2) of working hours of the month shall earn sick leave based on number of hours on pay status that month up to a maximum of eight (8) hours per month for full-time employment. Time on pay status in excess of the full-time working hours of a month does not increase sick leave. Sick leave may be accumulated without limit. Sick Leave is earned during leave with pay. Sick Leave is credited at the end of the month it is earned.

Section D: SICK LEAVE USAGE

1. Sick leave may be used for personal illness or disability, medical appointments, and, as provided below, for illness or death of a family member. When requested by the University, an employee may be required to submit satisfactory proof of personal or family illness, disability, or death.

2. Failure to use sick leave properly, as required in this Article, will result in the non-payment of sick leave. Abuse of sick leave will result in discipline or discharge pursuant to the Discipline and Discharge Article. Sick leave shall not be used prior to the time it is credited nor shall sick leave be used beyond a predetermined separation date. Sick leave is paid at the employee’s regular rate of pay. Sick leave may be used for pregnancy-
related illnesses or disabilities but not beyond a predetermined date of separation or during leave without pay. A pregnant employee on approved leave without pay on the date of confinement is entitled to use accrued sick leave beginning on the date of confinement and continuing through the period that she is physically unable to perform the normal duties of her job.

3. Up to forty (40) hours of accrued sick leave per year may be used when the employee is required to be in attendance or to provide care because of serious illness of the employee's mother, father, husband, wife, son, daughter, brother or sister; or of any other related person who is residing in the employee's household.

4. If, while on scheduled vacation, an employee becomes ill and is under the care of a physician and submits a physician's statement, documenting such care, the employee may use accrued sick leave for that personal illness. Illness of a family member is not covered during the employee's vacation.

5. Up to forty (40) hours of accrued sick leave per year may be used when the employee's attendance is required due to the death of the employee's mother, father, husband, wife, son or daughter, brother or sister; or of any other related person who is residing in the employee's household.

6. An employee who is recalled from layoff pursuant to this Agreement shall have all accrued sick leave from prior service reinstated. An employee re-employed in the bargaining unit after a break in service of less than fifteen (15) calendar days shall have all sick leave accrued from prior service reinstated. If reemployment in the bargaining unit occurs after a break in service of more than fifteen (15) calendar days but less than six (6) months, prior sick leave up to a maximum of eighty (80) hours shall be reinstated. If a break in service is six (6) months or more, the prior sick leave accrual shall not be reinstated.