

Summary of COVID-19 Related Leave Options

(Updated 4/1/21)

Employee has COVID-19 or is under quarantine/isolation by authorities or healthcare provider due to COVID-19 symptoms or exposure:

- Option 1: If ordered to stay home by health director, paid "Contagious Disease" leave per Benefits Manual (*see below*)
- Option 2: If not ordered by health director to stay home for Contagious Disease leave, use accrued leave (sick, annual, personal leave)
- Option 3: If employee develops serious health condition, may be eligible for regular FMLA

Employee is caring for an individual who has COVID-19 or is under quarantine/isolation due to COVID-19:

- Option 1: Use accrued leave (sick, annual, personal leave)
- Option 2: If immediate family member develops serious health condition as result of COVID-19, may be eligible for regular FMLA under existing rules
- Option 3: If employee has exhausted all accrued leave options, request absence without pay

Employee needs to care for employee's own child because school or paid childcare is closed due to COVID-19:

- Option 1: Use accrued leave (annual, personal leave)
- Option 2: Request absence without pay

Contagious Disease Policy (NC Public Schools Benefits and Employment Policy 9.4.1)

If an employee is ordered by director of the county's health department to leave his/her work environment to control the spread of contagious disease or to protect the health of an employee, the employee can be reassigned to a safe environment under conditions agreed by county health director OR placed on leave with pay for period set by medical director - and not charged to the employee's leave balance.