

I need to take leave because . . .

March 25, 2020

I'm feeling ill

Are you experiencing symptoms of COVID-19 and seeking diagnosis?

No

Use your personal sick leave bank

Allergies
Common Cold
Mental Health
Non-COVID symptoms

Yes

Before/After April 1st

Before

After

Use your personal sick leave bank

Use your personal vacation leave/comp time banks

Use COVID Response Leave Sharing (240 hrs full pay)

Use Emergency Paid Sick Leave (80 hrs full pay)

Use your personal sick leave bank

Use your personal vacation leave/comp time banks

Use COVID Response Leave Sharing Program (240 hrs full pay)

*Use advanced personal leave



Portland Leave Flowchart during COVID 19 Crisis

****I've been directed to self-isolate or quarantine**

Before/After April 1st

Before

After

Use your personal sick leave bank

Use your personal vacation leave/comp time banks

Use COVID Response Leave Sharing (240 hrs full pay)

Use Emergency Paid Sick Leave (80 hrs full pay)

Use your personal sick leave bank

Use your personal vacation leave/comp time banks

Use COVID Response Leave Sharing Program (240 hrs full pay)

*Use advanced personal leave

*Employees should work with HRBP & Union to request an advance on personal leave

**Employee is subject to a federal, state, or local quarantine or isolation order related to COVID-19; or
**Employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19

Over --->

I need to take leave because I'm caring for others

April 15, 2020

