



RNPA Proposal 19, September 28, 2023

Section 9.8 - Sick Leave Conversion to PTO

A nurse's eligibility for sick leave conversion is determined by the number of occurrences (**an occurrence is defined as a period of absence over consecutive scheduled workdays**) of sick leave usage. Sick leave use attributed to Worker's Compensation **all protected leaves** shall not be counted as an occurrence. The period for cash out eligibility **is determined by the first pay period through the last pay period of the calendar year.** ~~for 2020 begins December 16, 2019 and ends December 27, 2020. The period for cash out eligibility for 2021 begins December 28, 2020 and ends December 26, 2021. The period for cash out eligibility for 2022 begins December 27, 2021 and ends December 25, 2022. The period for cash out eligibility for 2023 begins December 26, 2022 and ends December 24, 2023. The period for cash out eligibility for 2024 begins December 25, 2023 and ends December 22, 2024.~~ The conversion of sick leave to PTO will be for those nurses meeting the eligibility requirements below and upon the nurse's request to the Health and Hospital Systems Human Resources Department. ~~A nurse must identify any sick leave use attributed to Worker's Compensation with the request in order for such leave to be disregarded as an occurrence. Requests for sick leave conversion for 2020 must be submitted in February 2021 and conversion to PTO shall be credited on March 22, 2021 (paycheck of April 9, 2021). Requests for sick leave conversion for 2021 must be submitted in February 2022 and conversion to PTO shall be credited on March 21, 2022 (paycheck of April 8, 2022). Requests for sick leave conversion for 2022 must be submitted in February 2023 and conversion to PTO shall be credited on March 20, 2023 (paycheck of April 7, 2023). Requests for sick leave conversion for 2023 must be submitted in February 2024 and conversion to PTO shall be credited on March 18, 2024 (paycheck of April 5, 2024).~~ **Requests for sick leave conversion must be submitted by the end of February and conversion to PTO shall be credited not more than 2 pay periods following application deadline.**



Sick leave may be converted annually on the following basis (prorated for nurses other than full time on the basis of code status):

- a) If a nurse has no sick leave usage, ~~seven (7)~~ **eleven (11)** days of sick leave will be converted into PTO.
- b) If a nurse has one (1) occurrence of sick leave usage, ~~six (6)~~ **ten (10)** days of sick leave will be converted into PTO.
- c) If a nurse has two (2) occurrences of sick leave usage, ~~five (5)~~ **nine (9)** days of sick leave will be converted into PTO.
- d) If a nurse has three (3) occurrences of sickleave usage, ~~two (2)~~ **eight (8)** days of sick leave will be converted into PTO.
- e) If a nurse has four (4) occurrences of sick leave usage, ~~one (1)~~ **seven (7) days** of sick leave will be converted into PTO.
- f) If a nurse has five (5) or more occurrences of sick leave usage, no sick leave shall be converted to PTO.