



Rialto USD COVID-19 - Employee Paid Leave

You may be approved to use Rialto USD COVID-19 sick leave if you are unable to work or telework for specified reasons related to COVID-19. This will not come out of the employee’s sick time. These provisions will apply from January 1, 2021 through June 30, 2021 for those employees that have not used 10 or more days of leave under FFCRA.

Employee Name:	Phone:	
Work site:	Job Title:	Work Hours:
First day off work:	Last day off work:	

Qualifying Reason for Leave (10 days maximum): (employee will be paid their regular rate of pay)

- 1. You were advised by a health care provider to *self-quarantine* related to COVID-19.
- 2. You are experiencing COVID-19 symptoms and seeking a medical diagnosis.

Employee must submit quarantine order/test results to be approved to use Rialto COVID Leave.

Employee’s Signature: _____ Date: _____

For Personnel use only below this line:

Qualifies - Dates approved: _____ Does Not Qualify

Eligibility Verified by: _____ Date: _____