IMPORTANT INFORMATION FOR IN-HOME SUPPORTIVE SERVICES RECIPIENTS ABOUT THE NEW PAID SICK LEAVE PROGRAM

On April 4, 2016, Governor Jerry Brown signed Senate Bill 3 into law, allowing In-Home Supportive Services (IHSS) providers to receive annual paid sick leave beginning July 1, 2018. The California Department of Social Services (CDSS) has prepared this notice to provide you with information about this important new benefit.

PROVIDER’S EARNING OF PAID SICK LEAVE

Beginning July 1, 2018 (which is the first day of the State Fiscal Year), your IHSS provider will get eight hours of paid sick leave after working 100 hours, providing authorized services for you or another IHSS recipient.

WHEN PROVIDER CAN BEGIN USING EARNED PAID SICK LEAVE

Although your provider has earned eight hours of paid sick leave after working 100 hours, he/she cannot begin using paid sick leave until he/she works an additional 200 hours or 60 calendar days, whichever comes first.
It is important for your provider to let you know as soon as possible when he/she will be using paid sick leave so that you can arrange for your services on the day when your provider will not be available.

**PLANNED TIME OFF**

If your provider knows ahead of time that he/she will need time off (for a doctor’s appointment, for example), he/she will need to let you know:

- at least **48 hours** (or **two days**) in advance.

You should work with your provider to arrange his/her schedule to ensure that you receive all of your authorized services.

**UNPLANNED TIME OFF**

If your provider is sick or has a medical emergency, he/she needs to let you know immediately:

- **at least two hours** before the time you should be starting work.

This will allow you to arrange for a back-up provider to come and provide authorized services to you during your provider’s time off, if needed.

**QUESTIONS OR ASSISTANCE**

You can call your local county IHSS office if you have any questions about any of the information provided in this notice.