

«District\_Full\_Name»  
«District\_Address»  
**SB-95 Supplemental Paid Sick Leave Balance**

DATE: «Pay\_Date»

TO: «Employee\_Name»  
«Address»  
«City\_State\_\_Zip\_Code»

Governor Newsom signed Senate Bill 95 on March 19, 2021. SB-95 creates uniform, statewide policy to ensure employees have access to up to 80 hours of COVID-19 supplemental paid sick leave for eligible employees, including those advised to quarantine or isolate and those caring for COVID-19 impacted family members through September 30, 2021.

SB 95 requires COVID-19 supplemental paid-sick leave to be identified on itemized wage statements, separately from regular paid-sick days. The employer may identify that paid-sick leave is calculated based on the employee's variable work hours by indicating "variable" next to that calculation. The calculations must be provided to the employee upon request, or when the employee requests to use the leave.

<b>SB-95 Supplemental Paid Sick Leave Balance:</b>	«SB95__Supplemental__Paid_Sick_ Leave_Bal» «Variable_Work_Hours»
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The supplemental paid sick leave balance for workers impacted by the pandemic applies to employees unable to work or telework due to any of the following reasons:

- **Caring for Yourself:** The covered employee is subject to a quarantine or isolation period related to COVID-19 (see note below), or has been advised by a healthcare provider to quarantine due to COVID-19, or is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
- **Caring for a Family Member:** The covered employee is caring for a family member who is either subject to a quarantine or isolation period related to COVID-19 (see note below) or has been advised by a healthcare provider to quarantine due to COVID-19, or the employee is caring for a child whose school or place of care is closed or unavailable due to COVID-19 on the premises.
- **Vaccine-Related:** The covered employee is attending a vaccine appointment or cannot work or telework due to vaccine-related side effects.

**Please refer to:** [https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=202120220SB95](https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220SB95)  
for complete information on SB-95.

**Additional FAQ:** <https://www.dir.ca.gov/dlse/COVID19Resources/FAQ-for-SPSL-2021.html>

You may contact «Contact\_Person» at «Phone\_Number» with any questions or if you need further information.