

# KP COVID-19 Positive Leave Hours



✘ The COVID-19 Positive leave hours temporary benefits are now extended through September 30, 2020. See details.

## Benefits Summary

<b>Eligibility</b>	<p>You are eligible if you:</p> <ul style="list-style-type: none"><li>• Are a Kaiser Permanente employee</li><li>• Are required to report to work at a Kaiser Permanente facility <b>or</b> are directed to care for patients in person at a non-Kaiser Permanente facility (for example, as a home health professional)</li><li>• Need to take time off work to recover from COVID-19</li></ul> <p>Regular full-time and part-time employees are eligible. Short hour and per diem employees who work at least 20 hours per week are also eligible.</p> <p>Executives and temporary employees are not eligible.</p>
<b>Amount</b>	<p>The COVID-19 Positive leave hours benefit is based on the hours reflected on your pay statement for your last full pay period before your absence, up to 80 hours. For example:</p> <ul style="list-style-type: none"><li>• If you were paid for 80 or more hours in the last 2-week pay period, you would receive up to 80 hours</li><li>• If you were paid for 56 hours in the last 2-week pay period, you would receive up to 56 hours</li><li>• If you were paid for 40 hours in the last 2-week pay period, you would receive up to 40 hours</li></ul> <p>Per diem employees are eligible for hours prorated based on the actual hours you were paid. The program runs from April 1, 2020, through September 30, 2020.</p>
<b>Start and end dates</b>	<p>This benefit is available to eligible employees who have COVID-19 symptoms and are awaiting COVID-19 test results or who have tested positive from April 1, 2020 through September 30, 2020. The hours must be used by October 31, 2020. If a comparable public benefit becomes available before September 30, 2020, this program will retire upon the effective date of that public program.</p>
<b>How to use</b>	<p>You should contact your physician and be tested on the same day of symptoms occurring, or as soon as possible. Once you have been tested for COVID-19 or are about to be tested, complete the form to ask your manager to code your time as COVID-19 Positive leave hours (code "ADC").</p> <p><a href="#">Request Covid-19 Positive Leave Hours</a></p>
<b>Required documentation</b>	<p>You are required to complete an attestation and may be asked to provide verification of your eligibility.</p>

## Help

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