



Office of Human Resources and Administration
Worklife and Benefits Service (058)

Fact Sheet - SICK LEAVE (Title 38 Employees)

Purpose:

- For personal needs when the employee is incapacitated for duty by physical or mental illness, pregnancy or childbirth;
- For bereavement and to care for a family member (subject to regulatory limits);
- To care for a family member with a serious health condition (subject to regulatory limits);
- For adoption purposes (subject to regulatory limits).

Eligible Employees:

- Full-time or part-time work schedules
- Appointments expected to last 90 days or more or have been continuously employed for at least 90 days under one or more appointments

Family Member:

Family member means the following relatives of the employee:

- Spouse, and parents thereof;
- Children, including adopted children and spouses thereof;
- Parents;
- Brothers and sisters, and spouses thereof; and
- Any individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

Earning Rates:

- Full-time Physicians, Dentists, Podiatrists, Chiropractors and Optometrists: 13 calendar days earned each leave year
- Full-time Nurses, Nurse Anesthetists, Physicians Assistant and Expanded-Function Dental Auxiliaries: 4 hours earned each pay period
- Part-time Title 38 employees: 1 hour of sick leave earned for each 20 hours in a pay status

Sick Leave Ceiling:

There are no limits on the amount of sick leave that can be accumulated.

Advanced Sick Leave:

- Full-time Physicians, Dentists, Podiatrists, Optometrists and Chiropractors may be granted up to 45 calendar days
- Full-time Nurses, Nurse Anesthetists, Physician Assistants and Expanded-Function Dental Auxiliaries may be advanced sick leave not to exceed 360 hours

- Part-time Title 38 employees may be advanced sick leave based on the ratio which their employment bears to full time employment
- Additionally, advanced sick leave may not exceed the amount which an employee can accrue during the remainder of any time-limited appointment.

References:

38 U.S.C. Chapters 73 and 74 (full-time employees)

5 U.S.C. Chapter 63 (part-time employees)

VA Handbook 5011, Part III, Chapter 3