

## Catastrophic Sick Leave Bank FAQ

1. How do I become a member of the Catastrophic Sick Leave Bank (CSLB)?  
In order to be a member of the CSLB you must donate 2 Earned Leave Days (16 hours); those days can be either State, Local or a combination of both.
2. When is the enrollment period for the CSLB?  
Enrollment occurs each year from September 1 – October 1.
3. If I donate days and then change my mind, can I get those days back?  
No. Donations to the CSLB are irrevocable.
4. How do I qualify to draw from the CSLB?  
In order to draw days from the Bank:
  - A. You must be a member of the Bank
  - B. You must be out for a minimum of 20 days for personal illness or 60 days for illness of a family member.
  - C. You must complete a request form with supporting medical documentation
  - D. You must first exhaust your earned leave days
5. What is a Catastrophic Event?  
A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Complications resulting from a pregnancy, not a normal delivery, can be consider a catastrophic event.
6. How much will the CSLB pay me?  
You will be paid your normal rate of pay with an offset if you have the Disability Insurance.
7. How many days can I draw from the Bank?  
You can request up to 30 days at a time with a maximum of 2 requests (60 Days) per school year.
8. Do I have to donate days every year to be a member of the CSLB?  
Donation requirements will be determined each year based on the number of days in the bank. If the Bank has 501 days or more on August 1<sup>st</sup> and you donated the prior year without drawing days from the Bank, you will not have to donate again. If the Bank has less than 500 available days, donation will be mandatory to remain a member.
9. If the CSLB runs out of days will I still be able to receive days?  
No, if the Bank does not have sufficient days to fund a request, the District is under no obligation to provide additional days.