

PAMF WIC to ESC APC  
Tentative Agreement Subject to Overall Agreement  
February 23, 2022

**SECTION ##. BEREAVEMENT LEAVE**

1. All full-time, part-time, and limited term employees are eligible for bereavement leave. Short hour employees will be eligible for bereavement leave effective the start of the pay period following ratification.
2. Employees who experience the death of a Family member or Relative and intend to request bereavement leave must notify their supervisor as soon as possible of their need for bereavement leave pay and time off. Management may request verification of death and/or relationship to the deceased.
3. In the event of the death of a Family member, employees may receive a maximum of three (3) days of bereavement leave pay, including any applicable differentials.
  - a. Family member shall include the following: spouse by marriage (not including common law marriage), registered domestic partner, parent, parent-in-law, child, grandchild, son-in-law, daughter-in-law, grandparent and sibling, individuals for whom the employee is the legal guardian, or other relative as defined below living in the employee's home. Step relationships are equal to blood relations and "great-grand" the same as "grand."
4. In the event of the death of a Relative, Employees may receive a maximum of one (1) day of bereavement leave, including any applicable differentials.
  - a. Relative shall include the following: aunt, uncle, niece, nephew, cousin, grandparent-in-law and sibling-in-law. Step relationships are equal to blood relations and "great-grand" the same as "grand."
5. Bereavement leave days do not need to be taken consecutively but need to be taken within two (2) weeks (14 consecutive calendar days) of either the service (e.g. funeral, internment, cremation, memorial, etc.) or death. Compensation will be provided to replace regularly scheduled workdays missed and are not considered hours worked for the purpose of calculating overtime. The two- week time frame may be extended at the discretion of management as an accommodation due including, but not limited to, religious, cultural or geographical reason(s).
6. The Medical Foundation recognizes there may be a need for additional time off when a death occurs in the family and time is needed for the surviving family members to mourn the loss or when employees must travel extensively in order to make arrangements and/or attend funeral/memorial services. Additional time off – either Paid Time Off (PTO) or unpaid time off, where applicable, may be granted to the employee at the discretion of management.
7. Employees who are on Paid Time Off (PTO) when the death occurs are eligible for bereavement leave pay. In such instances, bereavement leave pay will be paid in-lieu-of PTO hours.

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8. Employees who are on an approved leave of absence during which s/he is integrating PTO hours are eligible for bereavement leave pay. In such instances, bereavement leave pay will be paid in-lieu-of PTO hours. Any bereavement pay the employee receives in-lieu-of PTO hours must be reported to the Employment Development Department (EDD) and Short-Term Disability/Long-Term Disability carriers, if applicable. If the employee has chosen not to integrate PTO hours with disability payments, s/he is not eligible to receive bereavement leave pay.

  
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PAMF  
Date 1-10-23

  
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ESC  
Date 10/10/22

This tentative agreement is effective upon ratification of the overall agreement from the ESC members employed at Sutter PAMF Walk-in-Care and approval by the ESC Executive Board