



## Emergency Sick Leave Bank Policy Brief

05/12/2022

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New York's LEADING Union – CSEA's First Local Government Unit Established in 1947 – Representing Over 3,000 Employees of Westchester County

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Sick Bank Applicant please read the following Policy Brief before applying for Emergency Sick Bank.

1. Emergency Sick Bank was reinstated on December 1, 2008. The Sick Bank was established to assist our members with catastrophic injuries or illnesses when they have depleted all of their accrued leave balances.
2. New members will have a ten (10) month waiting period before applying to sick bank.
3. Current members must be up to date with their sick day donations. Please contact the sick bank committee for current status via email [CSEA-SickBank@westchestergov.com](mailto:CSEA-SickBank@westchestergov.com) or by phone (914)995-2153. The Sick Bank committee is in the office on Wednesdays from 1pm-4pm.
4. Once the Sick Bank application and appropriate information is received the Sick Bank committee will immediately forward approved benefit applications to the Westchester County Human Resources Department for implementation.
5. The Sick Bank Committee shall convene to act on benefit applications within 10 days of receipt.
6. Once the initial Sick Bank application is received and approved by both Sick Bank and Westchester County Human Recourses department, sick leave may be granted up to forty (40) days.
7. If a member requires more than forty (40) days, a new application must be fully completed with medical certification. A maximum of thirteen (13) pay periods **may** be approved. Extensions must be appealed to the Executive board.
8. Please visit [CSEA9200.org](http://CSEA9200.org) for further information.

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