

## SICK TIME DONATION POLICY ELIGIBILITY REQUIREMENTS

To be eligible for Sick Time Donation, an employee must meet all of the following eligibility requirements:

1. Must be in an eligible status at the time the leave occurs;
2. Must be on an official leave of absence; AND
3. Must have no more than 40 hours (five days) of accrued benefit time remaining if the employee is considered Non-Probationary\*.

ENTITY NAME	ELIGIBLE STATUSES
UAB/UAB Hospital LLC	01 Full Time 03 Part Time 12 Three Twelve Hour Shifts 17 Weekend Staff
UAHSF	Full Time Part Time
UAB Health System	Not Applicable
Callahan Eye Hospital	Not Applicable

\*For the purposes of this policy, a Non-Probationary employee is an employee who has completed their initial six months probationary period.