

California's Paid Sick Leave Law

	Front Load / Lump Sum Grant Method	Accrual Method	Hybrid Method
Annual Grant:	A minimum of 24 hours or three (3) work days, which must be granted on the same day every year.	A minimum of 48 hours or six (6) work days.	A minimum of 48 hours or six (6) work days.
Accrual Method:	Not applicable.	One (1) hour of paid sick leave for every thirty (30) hours an employee works.	At a rate determined by the employer such that an employee accrues at least 24 hours in four (4) months of employment. (Note: This is not an option for part-time employees.)
Usage:	Sick leave may be used when granted for current employees and upon completion of ninety (90) days of employment for new hires.	Sick leave may be used upon accrual for current employees and upon completion of ninety (90) days of employment for new hires.	Sick leave may be used upon accrual for current employees and upon completion of ninety (90) days of employment for new hires.
Usage Limit:	Not applicable.	Employers may impose a limit of three (3) days, or 24 hours, on the amount of paid sick leave an employee may use during any 12-month period.	Employers may impose a limit of three (3) days, or 24 hours, on the amount of paid sick leave an employee may use during any 12-month period.
Carry Over:	No carry over required. Unused hours may be forfeited on the anniversary date and new hours are granted.	Yes, accrued, unused hours MUST carry over. The employer may place a cap on accrued hours at up to 48 hours, or six (6) works days per year.	Yes, accrued, unused hours MUST carry over. The employer may place a cap on accrued hours at up to 48 hours, or six (6) works days per year.
Pay Stub Reporting:	Employers do NOT have to track and report sick pay accrual with each paycheck, but usage must be accounted for and reported on the pay stub.	Employers MUST carefully track accrual and report sick pay earnings and usage on the employee's pay stub.	Employers do NOT have to track actual hours worked but may track paid sick leave based on per week or per pay period. Employers MUST still carefully track accrual and report sick pay earnings and usage on the employee's pay stub.