

County of Riverside

Human Resources Department

•Family and Medical Leave Act (FMLA) •California Family Rights Act (CFRA)

•California Pregnancy Disability Act (PDL)

USE OF ACCRUALS FOR PAID FAMILY AND MEDICAL LEAVE

Coulifying Reason Type of Paid Time			STATUTE		
Accrued Vacation REQUIRED REQUIRED N/A	Qualifying Reason	Type of Paid Time	Act	Act	Disability Act
Hedith Condition (SIC) Not pregnancy-related Accrued Holidays REQUIRED 1 REQUIRED 1 N/A Accrued Holidays REQUIRED 1 REQUIRED 1 N/A Accrued Holidays REQUIRED 2 REQUIRED 2 N/A Accrued Gomp. Time REQUIRED 2 REQUIRED 3 N/A Accrued Sick Leave NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Sick Leave NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Sick Leave NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Sick Leave NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Holidays NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Sick Leave NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Gomp. Time NOT REQUIRED 3 NOT REQUIRED 3 N/A Accrued Gomp. Time NOT REQUIRED 3 N/A NOT REQUIRED 3 N/A Accrued Holidays REQUIRED 3 N/A NOT REQUIRED 3 N/A Accrued Sick Leave REQUIRED 3 N/A NOT REQUIRED 3 N/A Accrued Holidays Follow PDL N/A NOT REQUIRED 3 Accrued Annual Leave Follow PDL N/A NOT REQUIRED 3 Accrued Comp. Time Follow PDL N/A NOT REQUIRED 3 Accrued Vacation Follow PDL N/A NOT REQUIRED 3 Accrued Vacation REQUIRED 3 REQUIRED 3 N/A Accrued Vacation REQUIRED 3 REQUIRED 3 N/A Accrued Vacation REQUIRED 3 REQUIRED 3 N/A Accrued Holidays REQU	Employee's Serious	Accrued Sick Leave	REQUIRED 1	REQUIRED 1	N/A
Employee's SHC Receiving, datability benefits such as where sciency, site, Strong, Str	1	Accrued Vacation	REQUIRED 1	REQUIRED 1	N/A
Accrued Comp. Time REQUIRED 2 REQUIRED 3 N/A	Not pregnancy-related	Accrued Holidays	REQUIRED 1	REQUIRED 1	N/A
Employee's SHC Accrued Sick Leave NOT REQUIRED NOT REQUIRED N/A		Accrued Annual Leave	NOT REQUIRED ⁶	NOT REQUIRED 6	N/A
Receiving disability benefits such as Workers' Comp., 5Th, 501 or LTD Note: While disability penglication is pending, use of applications accorded it required. Accrued Vacation NOT REQUIRED 5 NOT REQUIRED 6 N/A Accrued Annual Leave NOT REQUIRED 6 NOT REQUIRED 6 N/A Accrued Annual Leave NOT REQUIRED 7 NOT REQUIRED 7 N/A Accrued Vacation NOT REQUIRED 7 N/A NOT REQUIRED 7 N/A Accrued Vacation Follow PDL N/A NOT REQUIRED 8 N/A NOT REQUIRED 7 N/A NOT REQUIRED 8 N/A NOT REQUIRED 9 N/A		Accrued Comp. Time	REQUIRED ²	REQUIRED ²	N/A
Accrued Vacation NOT REQUIRED NOT REQUIRED N/A		Accrued Sick Leave	NOT REQUIRED⁵	NOT REQUIRED⁵	N/A
pending, use of applicable leave accrued Size required. Employee's SHC Pregnancy or childbirth-related Note: If receiving disability benefits, refer to section above. Accrued Size Leave REQUIRED 1 N/A NOT REQUIRED 2 NOT REQUIRED 2 N/A NOT REQUIRED 3 N/A		Accrued Vacation	NOT REQUIRED⁵	NOT REQUIRED⁵	N/A
Accrued Annual Leave NOT REQUIRED¹ NOT REQUIRED¹ N/A Accrued Sick Leave REQUIRED¹ NOT REQUIRED¹ N/A Accrued Sick Leave REQUIRED¹ N/A REQUIRED¹ Accrued Sick Leave REQUIRED¹ N/A NOT REQUIRED² Accrued Sick Leave REQUIRED¹ N/A NOT REQUIRED² Accrued Holidays Follow PDL N/A NOT REQUIRED² Accrued Annual Leave Follow PDL N/A NOT REQUIRED² Accrued Annual Leave Follow PDL N/A NOT REQUIRED² Accrued Comp. Time Follow PDL N/A NOT REQUIRED² Accrued Annual Leave REQUIRED¹ REQUIRED¹ N/A NOT REQUIRED² Accrued Sick Leave REQUIRED¹ REQUIRED¹ N/A NOT REQUIRED² Accrued Sick Leave REQUIRED¹ REQUIRED¹ N/A NOT REQUIRED² Accrued Sick Leave REQUIRED¹ REQUIRED¹ N/A Accrued Sick Leave REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED² REQUIRED¹ N/A Accrued Sick Leave Not Allowed (see MOU)⁴ Not Allowed (see MOU)⁴ N/A Accrued Sick Leave Not Allowed (see MOU)⁴ Not Allowed (see MOU)⁴ N/A Accrued Vacation REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED¹ REQUIRED¹ N/A Accrued Vacation REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED² N/A Accrued Holida		Accrued Holidays	NOT REQUIRED⁵	NOT REQUIRED⁵	N/A
Employee's SHC Pregnancy or childbirth-related Note: if receiving disability benefits, refer to section above. Accrued Vacation Accrued Holidays Accrued		Accrued Annual Leave	NOT REQUIRED ⁶	NOT REQUIRED ⁶	N/A
Pregnarcy or childbrith-related Note: If receiving disability benefits, refer to section above. Accrued Vacation Follow PDL N/A NOT REQUIRED¹ Accrued Annual Leave Follow PDL N/A NOT REQUIRED¹ Accrued Annual Leave Follow PDL N/A NOT REQUIRED¹ Accrued Comp. Time Follow PDL N/A NOT REQUIRED¹ Accrued Gomp. Time Follow PDL N/A NOT REQUIRED¹ Accrued Sick Leave REQUIRED¹ REQUIRED¹ N/A NOT REQUIRED¹ Accrued Vacation REQUIRED¹ REQUIRED¹ N/A Accrued Vacation REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED¹ REQUIRED¹ N/A Accrued Annual Leave NOT REQUIRED¹ NOT REQUIRED⁴ N/A Accrued Comp. Time REQUIRED¹ REQUIRED¹ N/A Accrued Annual Leave NOT REQUIRED¹ REQUIRED⁴ N/A Accrued Comp. Time REQUIRED² REQUIRED⁴ N/A Accrued Comp. Time REQUIRED² REQUIRED⁴ N/A Accrued Sick Leave Not Allowed (see MOU)⁴ Not Allowed (see MOU)⁴ N/A Accrued Vacation REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED¹ REQUIRED¹ N/A Accrued Vacation REQUIRED¹ REQUIRED¹ N/A Accrued Holidays REQUIRED¹ REQUIRED¹ N/A Accrued Annual Leave NOT REQUIRED⁵ NOT REQUIRED⁵ N/A Accrued Comp. Time REQUIRED² REQUIRED¹ N/A Accrued Comp. Time REQUIRED² REQUIRED² N/A Accrued Comp. Time REQUIRED² REQUIRED² N/A Accrued Sick Leave REQUIRED¹ N/A N/A Accrued Sick Leave REQUIRED¹ N/A N/A Accrued Sick Leave NOT REQUIRED¹ N/A N/A Accrued Annual Leave NOT REQUIRED¹ N/A N/A N/A Accrued Annual Leave NOT REQUIRED² N/A N/A N/A Accrued Annual Leave NOT REQUIRED² N/A N/A N/A Accrued Comp. Time REQUIRED² N/A N/A N/A Accrued Annual Leave NOT REQUIRED² N/A N/A N/A Accrued Gomp. Time REQUIRED² N/A N/A N/A Accrued Annual Leave NOT REQUIRED² N/A N/A N/A Accrued Annual Leave NOT REQUIRED² N/A N/A N/A N/A N/A Accrued Annual Leave NOT REQUIRED² N/A		Accrued Comp. Time	NOT REQUIRED⁵	NOT REQUIRED⁵	N/A
Note: if receiving disability benefits, refer to section above. **Note: If receiving disability benefits, refer to section above.** **Accrued Holidays** **Accrued Annual Leave** **Follow PDL** **Accrued Annual Leave** **Follow PDL** **NA** **NOT REQUIRED** **NA** **NOT REQUIRED** **NA** **NOT REQUIRED** **NA** **Accrued Vacation** **REQUIRED** **Accrued Vacation** **REQUIRED** **NA** **Accrued Vacation** **REQUIRED** **NOT REQUIRED** **NA** **Accrued Vacation** **REQUIRED** **NA** **Accrued Holidays** **Accrued Vacation** **REQUIRED** **NOT REQUIRED** **NA** **Accrued Vacation** **REQUIRED** **NA** **Accrued Holidays** **Accrued Annual Leave** **NOT REQUIRED** **NA** **Accrued Annual Leave** **Accrued Annual Leave** **Accrued Annual Leave** **NOT REQUIRED** **NA** **Accrued Annual Leave** **Accrued Annual Leave** **NOT REQUIRED** **NA** **Accrued Annual Leave** **Accrued Annual Leave		Accrued Sick Leave	REQUIRED 1	N/A	REQUIRED 1
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Accrued Comp. Time Follow PDL N/A NOT REQUIRED³ Family Member's or Designated Person SHC Note: If receiving Poid Family Leave benefits, use of applicable leave accruded is optional; however, use of leave accruded is performed. Accrued Annual Leave vaculion. Spending, except for accrued vacation is pending, except for accrued vacation is pending, except for accrued vacation is pending, except for accrued vacation is pending. Accrued Annual Leave vacation. REQUIRED NOT		Accrued Holidays	Follow PDL	N/A	NOT REQUIRED ³
Family Member's or Designated Person SHC Note: Itreesiving Poid Family Leave benefits, use of applicable leave accruded so of applicable leave accruded so of the depole accruded so of the point of the poplication is pending, except for accrued was also of the pole of th		Accrued Annual Leave	Follow PDL	N/A	NOT REQUIRED ³
Designated Person SHC Note: If receiving Paids Fomily Leave benefits, use of applicable leave accruals is optional: however, use of leave accruals is required while the application is pending, except for accrued vacation Bonding with Newborn, Adopted Child, or Newly Placed Foster Child Note: If receiving Paid Fomily Leave benefits, use of applications is pending, except for accrued vacation. Bonding with Newborn, Adopted Child, or Newly Placed Foster Child Note: If receiving Paid Fomily Leave benefits, use of applicable leave accruals is optional; however, use of leave accruals is required while the application is pending, except for accrued vacation Military Caregiver Leave Spouse, son, daughter, parent, next of Kin of covered service member (in Regular Armed Forces, National Guard or Reserves) Accrued Sick Leave Not RequireD Accrued Sick Leave RequireD Not RequireD Not Allowed (see MOU) Not RequireD Not Allowed (see MOU) Not		Accrued Comp. Time	Follow PDL	N/A	NOT REQUIRED ³
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leave accrudis soptional; however, use of leave accrudis is required while the application is pending, except for accrude Annual Leave NOT REQUIRED		Accrued Vacation	REQUIRED 1	REQUIRED 1	N/A
Nover, use of leeve accrudals predicted while the application is pending, except for accrued vacadion.		Accrued Holidays	REQUIRED 1	REQUIRED 1	N/A
pending, except for accrued vacation Bonding with Newborn, Adopted Child, or Newly Placed Foster Child Note: If receiving Palaf English Placed English Pl	however, use of leave accruals is	Accrued Annual Leave	NOT REQUIRED ⁶	NOT REQUIRED ⁶	N/A
Bonding with Newborn, Adopted Child, or Newly Placed Foster Child Note: If receiving Paid Family Leave benefits, use of applicable leave accruals is optional; however, use of leave accruals is pending, except for accrued vacation. Military Caregiver Leave Spouse, son, daughter, parent, next of Regular Armed Forces, National Guard or Reserves) with serious illness/injury Caregidade or Reserves) with serious illness/injury Leave Forces, National Guard or Reserves) Bonding with Newborn, Adopted Child, or Newly Placed Forces, National Guard or Reserves) Accrued Sick Leave Not Allowed (see MOU) 4 N/A	pending, except for accrued	Accrued Comp. Time	REQUIRED ²	REQUIRED ²	N/A
Child, or Newly Placed Foster Child Note: If receiving Paid Family Leave benefits, use of applicable leave accruals is optional; Nowever, use of leave accruals is required while the application is pending, except for accrued vacation. Military Caregiver Leave Spouse, son, daughter, parent, next of kin of covered service member (in Regular Armed Forces, National Guard or Reserves) with serious illness/injury Qualifying Exigency Leave Forces, National Guard or Reserves) Accrued Vacation REQUIRED 1 REQUIRED 1 N/A Accrued Annual Leave REQUIRED 2 REQUIRED 2 N/A NOT REQUIRED 1 N/A REQUIRED 1 N/A N/A N/A N/A N/A REQUIRED 1 N/A N/A N/A N/A N/A N/A Accrued Holidays REQUIRED 1 N/A N/A N/A N/A Accrued Holidays REQUIRED 1 N/A N/A N/A N/A Accrued Annual Leave NOT REQUIRED 6 N/A N/A N/A N/A N/A N/A Accrued Comp. Time REQUIRED 6 N/A N/A N/A N/A N/A Accrued Sick Leave Not Allowed (see MOU) 4 Not Allowed (see MOU) 4 Accrued Vacation REQUIRED 7 N/A N/A N/A Accrued Holidays REQUIRED 1 REQUIRED 7 N/A N/A N/A Accrued Holidays REQUIRED 1 REQUIRED 7 N/A N/A N/A Accrued Holidays REQUIRED 1 REQUIRED 7 N/A N/A N/A N/A Accrued Vacation REQUIRED 1 REQUIRED 7 N/A N/A N/A N/A N/A Accrued Holidays REQUIRED 1 REQUIRED 7 N/A N/A N/A N/A N/A Accrued Holidays REQUIRED 1 REQUIRED 7 N/A N/A N/A N/A N/A N/A N/A N/	Bonding with	Accrued Sick Leave	Not Allowed (see MOU) 4	Not Allowed (see MOU) 4	N/A
Placed Foster Child Note: If receiving Pald Family Leave benefits, use of applicable leave accruals is optional; however, use of leave accruals is required while the application is pending, except for accrued vacation. Military Caregiver Leave Spouse, son, daughter, parent, next of kin of covered service member (in Regular Armed Forces, National Guard or Reserves) with serious illness/injury Qualifying Exigency Leave Forces, National Guard or Reserves) Accrued Holidays REQUIRED 1 NOT REQUIRED 2 REQUIRED 1 N/A		Accrued Vacation	REQUIRED 1	REQUIRED 1	N/A
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leave accruals is optional; however, use of leave accruals is required while the application is pending, except for accrued vacation. Military Caregiver Leave Spouse, son, daughter, parent, next of kin of covered service member (in Regular Armed Forces, National Guard or Reserves) with serious illness/injury Qualifying Exigency Leave Forces, National Guard or Reserves) Accrued Sick Leave REQUIRED 1 N/A	Leave benefits, use of applicable	Accrued Annual Leave	NOT REQUIRED ⁶	NOT REQUIRED ⁶	N/A
Military Caregiver Leave Spouse, son, daughter, parent, next of kin of covered service member (in Regular Armed Forces, National Guard or Reserves) with serious illness/injury Accrued Holidays REQUIRED 1 N/A N/A N/A N/A N/A N/A Accrued Holidays REQUIRED 6 N/A N/A N/A N/A N/A N/A N/A N/	however, use of leave accruals is required while the application is pending, except for accrued	Accrued Comp. Time			N/A
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Regular Armed Forces, National Guard or Reserves) with serious illness/injury Accrued Annual Leave NOT REQUIRED N/A N/A Accrued Comp. Time REQUIRED N/A N/A Accrued Sick Leave Not Allowed (see MOU) Not Allowed (see MOU) N/A Accrued Vacation REQUIRED REQUIRED N/A Accrued Sick Leave Not Allowed (see MOU) REQUIRED N/A Accrued Vacation REQUIRED REQUIRED N/A Accrued Holidays REQUIRED REQUIRED N/A Accrued Holidays REQUIRED N/A Accrued Annual Leave NOT REQUIRED NOT REQUIRED N/A	Spouse, son, daughter, parent, next of	Accrued Vacation	REQUIRED 1	N/A	N/A
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Accrued Vacation REQUIRED N/A		Accrued Comp. Time	REQUIRED ²	N/A	N/A
Leave Accrued Vacation REQUIRED 1 REQUIRED 7 N/A Forces, National Guard or Reserves) Accrued Holidays REQUIRED 1 REQUIRED 7 N/A Accrued Annual Leave NOT REQUIRED 6 NOT REQUIRED 6 N/A	Qualifying Evigency	Accrued Sick Leave	Not Allowed (see MOU) 4	Not Allowed (see MOU) 4	N/A
Forces, National Guard or Reserves) Accrued Holidays REQUIRED REQUIRED NOT REQUIRE		Accrued Vacation	REQUIRED 1	REQUIRED 7	N/A
	Forces, National Guard or Reserves)	Accrued Holidays	REQUIRED 1	REQUIRED 7	N/A
		Accrued Annual Leave	NOT REQUIRED 6	NOT REQUIRED 6	N/A
Accrued Comp. Time REQUIRED 2 REQUIRED 7 N/A		Accrued Comp. Time	REQUIRED ²	REQUIRED 7	N/A

Qualifying Act of	Accrued Sick Leave	NOT REQUIRED	NOT REQUIRED	N/A
Violence, Victim of Crime	Accrued Vacation	NOT REQUIRED	NOT REQUIRED	N/A
(For employee or family member)	Accrued Holidays	NOT REQUIRED	NOT REQUIRED	N/A
	Accrued Annual Leave	NOT REQUIRED	NOT REQUIRED	N/A
	Accrued Comp. Time	NOT REQUIRED	NOT REQUIRED	N/A

Time Reporting Codes for FMLA/CFRA and PDL Leaves:

TRC	Description
ANUC	Annual Lv. Used CFRA
ANUF	Annual Lv. Used FMLA
ANUFC	Annual Lv. Used FMLA/CFRA
ANUFP	Annual Lv. Used FMLA/PDL
ANUMF	Annual Lv. Used FMLA/Military Caregiver
ANUP	Annual Lv. Used PDL
AWOPC	AWOP CFRA
AWOPP	AWOP PDL
AWPF	AWOP FMLA
AWPFC	AWOP FMLA/CFRA
AWPFP	AWOP FMLA/PDL
AWPMF	AWOP FMLA/Military Caregiver
CLUC	Comp Lv. Used CFRA
CLUF	Comp Lv. Used FMLA
CLUFC	Comp Lv. Used FMLA/CFRA
CLUFM	Comp Lv. Used FMLA/Military Caregiver
CLUFP	Comp Lv. Used FMLA/PDL
CLUP	Comp Lv. Used PDL
HLUC	Holiday Used CFRA
HLUF	Holiday Used FMLA
HLUFC	Holiday Used FMLA/CFRA
HLUFM	Holiday Used FMLA/Military Caregiver
HLUFP	Holiday Used FMLA/PDL
HLUP	Holiday Used PDL
HOLC	Holiday CFRA
HOLF	Holiday FMLA
HOLFC	Holiday FMLA/CFRA
HOLFM	Holiday FMLA/Military Caregiver
HOLFP	Holiday FMLA/PDL
HOLP	Holiday PDL
IIAC	Ind. Injury CFRA
IIAF	Ind. Injury FMLA
IIAFC	Ind. Injury FMLA/CFRA

TRC	Description
IIPC	Ind. Injury Partial Day CFRA
IIPF	Ind. Injury Partial Day FMLA
IIPFC	Ind. Injury Partial Day FMLA/CFRA
MCUC	Mgmt. Comp Used CFRA
MCUF	Mgmt. Comp Leave FMLA
MCUFC	Mgmt. Comp Used FMLA/CFRA
MCUFM	Mgmt. Comp Used FMLA/Military Caregiver
MCUFP	Mgmt. Comp Used FMLA/PDL
MCUP	Mgmt. Comp Used PDL
SCKC	Sick Leave Used CFRA
SCKF	Sick Leave Used FMLA
SCKFC	Sick Leave Used FMLA/CFRA
SCKFM	Sick Leave Used FMLA/Military Caregiver
SCKFP	Sick Leave Used FMLA/PDL
SCKP	Sick Leave Used PDL
VACC	Vacation Lv. Used CFRA
VACF	Vacation Lv. Used FMLA
VACFC	Vacation Lv. Used FMLA/CFRA
VACFM	Vacation Lv. Used FMLA/Military Caregiver
VACFP	Vacation Lv. Used FMLA/PDL
VACP	Vacation Lv. Used PDL
SVUC	Special Vacation Used CFRA
SVUF	Special Vacation Used FMLA
SVUFC	Special Vacation Used FMLA/CFRA
SVUFM	Special Vacation Used FMLA/Military Caregiver
SVUFP	Special Vacation Used FMLA/PDL
SVUP	Special Vacation Used PDL
XVUC	Extra Vac Used CFRA
XVUF	Extra Vac Used FMLA
XVUFC	Extra Vac Used FMLA/CFRA
XVUFM	Extra Vac Used FMLA/Military Caregiver
XVUFP	Extra Vac Used FMLA/PDL
XVUP	Extra Vac Used PDL

Time Reporting Codes for

FMLA/CFRA/PDL or Military if in Accrediting Council Graduate Medical Education program:

GMEC	ACGME Paid CFRA
GMEFC	ACGME Paid FMLA/CFRA
GMEFM	ACGME Paid Family/Military
GMEFP	ACGME Paid FMLA/PDL

GMEP	ACGME Paid PDL
GMEF	ACGME Paid FMLA

(FMLA 29 CFR and PDL, 2 C.C.R. § 1/092 Statutes require, or allow an employer to require, this type of paid accrued time to be used in lieu of an unpaid leave.

- 2 (PDL) The employee, at her option, may request (in writing) this type of paid accrued time be used in lieu of an unpaid leave
- 3 MOU Leave Provisions govern use of sick leave.
- 4 FMLA 29 CFR § 825.207(e) Employer and employee may mutually agree to supplement WC and/or disability benefits (STD or LTD) with any other form of paid time off benefits (e.g. vacation, sick leave, annual leave), as long as permitted by state law.
- 5 Executive Office Memo, dated 3/14/06, indicates that the use of Annual Leave is optional.
- 6 Under CA. Government Code 12945.2(e) an employer can require this type of paid accrued time to be used in lieu of unpaid leave.

⁽FMLA 29 CFR § 825.207(f) Effective January 16, 2009, statutes allow an employer to require the use of accrued compensatory time.