



Sick Leave

Paid sick leave accrual is based on a calendar year (January – December). Vacation accrual is based on a calendar year (January to December). See the Sick Leave section of the Employee Handbook, and applicable state addendum (if any), for further details.

State/City	Classifications	Accrual allotment	Carryover	Accrual Cap	Annual Use Cap
All states (except as noted below)	Exempt	40 hours (frontloaded)	Yes-up to Accrual Cap	Yes-80 hours	Yes-80 hours
All states (except as noted below)	Non-exempt; full-time	40 hours (frontloaded)	Yes-up to Accrual Cap	Yes-80 hours	Yes-80 hours
All states (except as noted below)	Non-exempt; part-time	1 hour for every 30 hours worked	Yes-up to Accrual Cap	Yes-48 hours	Yes-48 hours
California	Non-exempt; part-time	40 hours (frontloaded)	Yes-up to Accrual Cap	Yes-80 hours	Yes-40 hours
Nevada	Exempt	40 hours (frontloaded)	Yes-up to 40 hours	No	Yes-80 hours
Nevada	Non-exempt; part- and full-time	1 hour for every 40 hours worked	Yes-up to 40 hours	No	Yes-80 hours (full-time); 40 hours (part-time)
New Mexico	Non-exempt; full- and part-time	1 hour for every 30 hours worked	Yes-up to 64 hours	No	Yes-64 hours
New Mexico	Exempt	66.40 hours (frontloaded)	Yes-up to 64 hours	No	Yes-64 hours
Seattle	Non-exempt; full- and part-time	1 hour for every 30 hours worked	Yes-up to 72 hours	No	No
Seattle	Exempt	69.40 hours (frontloaded)	Yes-up to 72 hours	No	No
Washington	Non-exempt; full- and part-time	1 hour for every 40 hours worked	Yes-Up to 40 hours	No	No