



SIDE-BY-SIDE COMPARISON: City of Tacoma and Washington State Paid Sick Leave (PSL) Laws

	2015 CITY LAW/RULES	2018 CITY LAW/RULES	2018 STATE LAW/RULES
EFFECTIVE DATE	February 1, 2016	January 1, 2018	January 1, 2018
WHO IS COVERED?	Employees who work within the City as defined by TMC 18.10, except work study assignments. Govt. employers exempt	Employees who work within the City as defined by TMC 18.10; includes overtime-exempt employees	Employees who work within the State as defined by RCW 49.46.010
ACCRUAL RATE	1 x 40	1 x 40	1 x 40
ACCRUAL TOTAL	24 hours a year	No stated limit	No stated limit
CARRYOVER	24 hours	40 hours	40 hours
USE	40 hours	No Cap	No Cap
FRONTLOADING	Allowed	Allowed	Allowed
ELIGIBILITY TO USE PSL	180 days after starting work	90 days after starting work	90 days after starting work
NOTICE OF RIGHTS—WORKPLACE POSTER	Yes, model workplace notice available	Yes, model workplace notice available	Yes, workplace poster available
NOTIFICATION OF AVAILABLE PSL	Yes, timeframe not explicit	Yes, no less than once per month	Yes, no less than once per month
NOTICE OF PSL ABSENCES	-Foreseeable: 10 days, or as early as possible -Unforeseeable: as soon as practicable	-Reasonable Notice allowed w/written policy -Foreseeable: 10 days, or as early as possible -Unforeseeable: as soon as practicable	-Reasonable Notice allowed w/written policy -Foreseeable: 10 days, or as early as practicable -Unforeseeable: as soon as possible
REASONS FOR USE	-Illness, medical need, mental health -Safety: DV, Sexual Assault, Stalking -Place of business closure by public official for safety-related reason -Child's school or place of care closed by public official -Bereavement	-Illness, medical need, mental health -Safety: DV, Sexual Assault, Stalking -Place of business closure by public official for safety-related reason -Child's school or place of care closed by public official -Bereavement	-Illness, medical need, mental health -Safety: DV, Sexual Assault, Stalking -Place of business closure by public official for safety-related reason
INCREMENT OF USE	One hour	-For employees as defined in RCW 49.46.010, State practices will be observed -For all other, one hour increment or as consistent with the FLSA	-Increment consistent with payroll system, not to exceed one hour -Variance process
VERIFICATION OF PSL ABSENCES	Yes, but must accept personal statement	Yes, for absences exceeding three days, "if not an unreasonable burden"	Yes, for absences exceeding three days, "if not an unreasonable burden"
LEAVE REINSTATED UPON REHIRE	Within 6 months and within the Benefit Year	Within 12 months	Within 12 months
USE OF PTO FOR PSL	Allowed; no written policy required	Yes, if applies to all hours; written policy required	Allowed; no written policy required

This table is provided as a quick reference. Complete guidelines can be found in TMC 18.10 as well as the Paid Sick Leave rules. It is the Employer's responsibility to remain up-to-date and in compliance if changes occur in TMC 18.10 or the Paid Sick Leave Rules.

= will be outdated in 2018

= State law will vary in 2018