

3015. ADMINISTRATIVE REGULATIONS ON INDUSTRIAL
ACCIDENT AND ILLNESS LEAVES OF ABSENCE

- 3015.1 The Vice President, Administrative Services, and Administrative Dean, Human Resources, shall be responsible for administering these regulations.
- 3015.2 Certificated Employees who are absent from duty because of industrial accident or illness shall be allowed, for each injury or illness, full salary from the first day of absence to and including the last day of absence for the illness or injury, not to exceed sixty (60) working days paid leave in any one fiscal year. When an industrial accident or illness leave overlaps into the next fiscal year, the employee shall be entitled to only the amount of the unused leave due him/her for the same accident or illness.
- 3015.3 Allowable industrial accident and illness leave shall not be accumulative from year to year.
- 3015.4 Before District salary payments are made to an employee on industrial accident or illness leave, a report of that accident or illness must be on file in the office of the Vice President, Administrative Services.
- 3015.5 Allowable industrial accident and illness leave shall commence the first day of such absence.
- 3015.6 Additional paid leave time beyond the sixty (60) day limit may be granted at the discretion of the Board of Trustees.
- 3015.7 Payment to an a certificated employee who is absent from duty because of industrial accident or illness, including compensation granted under workers' compensation laws of the State, shall not result in a payment to the employee of more than his/her full salary for any day, week, or month while on such leave.
- 3015.8 Industrial accident or illness leave shall be reduced by one day for each day of authorized absence regardless of any compensation paid under worker's compensation or other temporary disability indemnity award.
- 3015.9 After an employee exhausts allowable industrial accident and illness leave, the employee shall be entitled to regular sick leave, vacation leave, statutory leave, and discretionary leave.
- 3015.10 Employees granted regular sick leave, vacation leave, statutory leave, and discretionary leave, upon termination of industrial accident and illness leave, and who continue to receive workers' compensation shall be paid such portion of salary due him/her which will result in payment to him/her of not more than his/her full salary.

- 3015.11 After expiration of allowable leave as provided for in these regulations, an academic employee who is still unable to return to work may be granted an additional leave without pay for one year. Such leave may be extended for one additional year for good and sufficient cause. After expiration of allowable leave as provided for in these regulations, a classified employee who is still unable to return to work shall be placed on a re-employment list for a period of 39 months.
- 3015.12 Periods of leave, either paid or unpaid, under this regulation shall not be considered to be a break in service of the employee, except that unpaid service may cause a break in progress toward tenure for a full-time faculty member if the total number of paid days is less than 75% of the total number of days that the college is in session for that year.
- 3015.13 An employee receiving benefits under the provisions of this regulation may not leave the State of California without the express approval of the Board of Trustees.
- 3015.14 The District shall issue to the employee appropriate warrants and payments of wages or salary and shall deduct normal retirement and all authorized contributions.
- 3015.15 Employees returning to work after industrial accident or illness leave must be in compliance with the Long Beach Community College District Policy on Health Standards Reports, 3010.