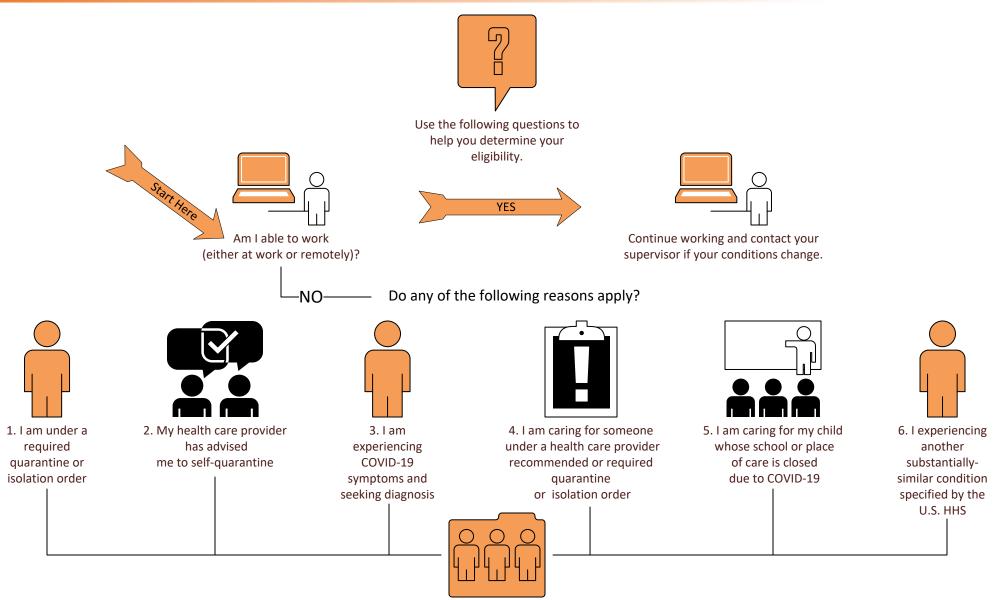
## Families First Coronavirus Response Act Emergency Paid Sick Leave (EPSL) - Job Aid for Employees





Complete the EPSL Request Form and submit it and the required documentation to your supervisor.

Contact your HR Service Center for more guidance.

## Families First Coronavirus Response Act Emergency Paid Sick Leave (EPSL) - Job Aid for Employees



## Required Documentation (



Reason 1: Management letter placing the employee out on Emergency Paid Sick Leave



Reason 2: Health Care Provider's note indicating the employee has been advised to self-quarantine



Reason 3: Health Care Provider's note indicating the employee has been advised to self-quarantine



Reason 4: Health Care Provider's note for individual indicating they have been advised to self-quarantine



Reason 5: Statement from employee detailing the need for leave under this requirement



Reason 6: Health Care Provider's note indicating the employee has been advised to self-quarantine