

**WAC 392-136A-070 Unused shared leave.** (1) Any shared leave not used by the leave recipient during each incident or occurrence as determined by the district must be returned to the leave donor(s).

(2) If shared leave has been granted for a leave recipient who suffers from an illness, injury, impairment, or physical mental condition which is of an extraordinary or severe nature, unused shared leave may not be returned to the leave donor until one of the following occurs:

(a) The district receives a statement from the leave recipient's licensed physician or health care practitioner verifying that the illness or injury is resolved; or

(b) The leave recipient is released by his or her licensed physician or health care practitioner to return to the leave recipient's normal schedule; has not received additional medical treatment for his or her current condition or any other qualifying condition for at least six months; and his or her licensed physician or health care practitioner has declined, in writing, the leave recipient's request for a statement indicating the leave recipient's condition has been resolved.

(3) The remaining unused shared leave must be returned to the leave donors and reinstated to the respective donors' appropriate leave balances.

(4) Any portion of a personal holiday that is accrued by an educational service district employee, donated as shared leave, and then returned during the same calendar year to the leave donor may be taken by the leave donor.

[Statutory Authority: RCW 28A.400.380. WSR 19-12-013, § 392-136A-070, filed 5/24/19, effective 6/24/19.]