



Tompkins County Department of Human Resources

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Inclusion through Diversity

New York State Paid COVID-19 Leave

Updated 12/18/2024

The New York State paid COVID-19 Leave **which is currently set to expire on July 31, 2025**, is only available to County employees who test positive for COVID-19. As of January 1, 2023, employees can only utilize this leave for up to three periods of isolation or quarantine. **Please note: The Tompkins County Whole Health Department is no longer issuing mandatory/precautionary orders of isolation or quarantine.**

If you have a positive test result submit the required Laserfiche application with the appropriate documentation uploaded via this link:

<https://lfweb.tompkins-co.org/Forms/COVID19PSL>

The **required documentation** to upload in the Laserfiche application:

1. NYS Affirmation form:
https://coronavirus.health.ny.gov/system/files/documents/2022/09/ct_affirmationofisolation_fillin_091322.pdf and;
2. A picture of your Home COVID-19 Positive Test Result or Document of proof for a Positive Test Result.

Employees who are asymptomatic and able to work from home should speak to supervisors or Department Heads about whether telework arrangements are available.

Employees who test positive for COVID-19 but have used their three allotments of COVID leave, should speak to supervisors or Department Head about telework arrangements, flexible work arrangements, and/or use of other leave accruals/fringes.

Employees may be provided with paid COVID-19 leave at the employee's regular rate of pay for 5-14 calendar days.

If you tested positive for COVID-19: You should immediately isolate yourself, stay home and separate from others as much as possible for at least 5 days. You are likely most infectious during these first 5 days. Wear a high-quality mask if you must be around others at home and in public. Do not go places where you are unable to wear a mask. Do not travel. Use a separate bathroom if possible. Take steps to improve ventilation at home, if possible. Don't share personal household items, like cups, towels, and utensils. Monitor your symptoms. If you have an emergency warning sign (like trouble breathing), seek emergency medical care immediately.

Note: Employees are not entitled to reimbursement for unused New York State COVID-19 paid sick leave upon termination, resignation, retirement, or other separation from employment, nor is it cumulative.