

Sick Leave Questions

Employer has both the right & obligation to know if sick leave is being used

What are my obligations when completing an LOA using illness as the reason for my absence?

Absence And Dispatch Status Info

Details

Use this absence when you are unable to work due to your own illness, or to attend your medical appointment that is not available outside your work schedule.

Appointments: book outside your work schedule, if not available, book as early or late in the day as possible so you can attend most of your workday. **If a full-day appointment leave is required provide brief details such as 'surgery' or 'procedure'.** Is this leave for a medical appointment (if YES, include location and time of appointment in your comment)?

SELECT ONE

YES NO

Do not disclose any details other than those requested above

Application Comment

* required

If you are sick, please write 'sick' in required section

ATTENTION!



What about sick leave confidentiality?

Admin should not be asking about the nature of your sick leave: no questions regarding procedures, diagnosis, prognosis nor any questions that would lead to conclusions or assumptions

Admin should be asking about the times and locations of your medical appointments (Take specialist appointments when you can get them!)

“Professional judgment should be used to determine appropriate travel time and appointment duration.”

After reviewing all sick leave LOAs, it was found that some (few) were taking full days for appointments booked in Kelowna or Penticton or using an entire day for travel and appointments.

This was unfortunate, hence, the questions about time and location from admin.

Legislative Changes 'letters for sick leave'

In late 2025, regulations came into force that limit when employers can ask for medical notes. Employers are now prohibited from asking for a sick note for the first two health-related short-term absences of five consecutive days or fewer in a calendar year. This applies to:

- all district employees including all bargaining unit members
- health-related leave in relation to an employee themselves or a member of their immediate family for the first two absences of five days or less in any given calendar year
- requests for notes, letters, or forms from doctors and other health professionals (nurses, physiotherapists, massage therapists, dental practitioners, etc.)
- both sick leave under the collective agreement and sick leave under the Employment Standards Act

It does not apply in circumstances where medical evidence is reasonably necessary to assess fitness to return to work or accommodation needs.

