

Sick Leave FAQs



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How do I submit my Sick Time?

The employer would enter it through Palco's Connect Portal. If the attendant is exempt from EVV, a Sick Time request form can be filled out and sent to Palco and we can enter it in for you. The Sick Time request form can be found on Palco's website, www.palcofirst.com.

In Palco's Connect portal, how do I submit Sick Time?

The employer logs into Connect with their credentials. They click on the Payments tab in the upper right side and then click on PTO. From there, they enter in the hours and date the Sick Time is being requested.

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How do I see how much Sick Time I have?

You can log into the Palco Connect portal and view your Sick Time balance on your paystub. View your paystub by clicking on the Payments tab in the upper right-hand side of the home page.

How do I accrue Sick Time?

CDASS attendants accrue one hour of Sick Time for every 30 hours worked.

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Does Sick Time come out of the participant's monthly allocation?

No. Sick Time is funded by an additional Cost To You that started on 1/1/2022. When Sick Time is used, it is taken out of a separate bucket of funds and not from the participant's allocation.

If I am a family member limited to billing 40 hours per week, can I submit for my Sick Time in addition to my 40 hours?

No. Family members are limited to 40 total hours per week, including billed time and paid sick time.

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