WORKERS' COMPENSATION
3-DAY WAITING PERIOD LEAVE ELECTION

Employee's Name	Date of Injury	Department

Under Code of Alabama §25-5-59, for each on-the-job injury where off-work status is authorized by the treating physician, there is a 3-day waiting period for which compensation for the first three days of disability is unpaid. If you are out for 21 days, the 3-day waiting period is added to your first compensation payment due after the 21 days.

The City of Montgomery will allow you to use available accrued leave during the 3-day waiting period in which case the first three days of disability will be paid.

EMPLOYEE ELECTION – Elect only ONE option:

☐ OPTION 1 – Paid Leave

I elect to use my accrued Sick Leave during my 3-day waiting period.

If Sick Leave is exhausted, my available accrued Annual Leave will be used.

☐ OPTION 2 – Leave Without Pay

I do not wish to use leave, or no leave is currently available.

I will be placed in Leave Without Pay in which case my 3-day waiting period will be unpaid.

If I am out for 21 days, the 3-day waiting period will be paid back to me on my first compensation payment after the 21 days.

WORKERS' COMPENSATION OFFICE

3-Day Waiting Period Dates:

_____ , _____ , _____

1st Day 2nd Day 3rd Day

If Leave Without Pay:

Amount paid to employee after 21 days: **$** _____

Date Paid: _____

Employee Signature Date