



Ohio Administrative Code Rule 123:1-34-09 Bereavement leave.

Effective: December 10, 2023

full-time permanent and part-time permanent employee whose salary or wage is paid directly by warrant of the director of budget and management shall be granted three consecutive working days of bereavement leave with pay upon the death of a member of the employee's immediate family. Bereavement leave shall not exceed twenty-four scheduled work hours. Compensation for bereavement leave shall be equal to the employee's base rate of pay. Part-time permanent employees shall be granted bereavement leave based on the number of hours they would have normally been scheduled to work.

(A) Each full-time permanent and part-time permanent employee whose salary or wage is paid directly by warrant of the director of budget and management will be granted three consecutive working days of bereavement leave with pay due to the death of a member of the employee's immediate family. Bereavement leave will not exceed twenty-four scheduled work hours. Compensation for bereavement leave will be equal to the employee's base rate of pay. Part-time permanent employees will be granted bereavement leave based on the number of hours they would have normally been scheduled to work.

(B) Except as provided in division (B)(2) of this section, an employee described in division (A) of this section may use bereavement leave under this section when the employee is the parent of a miscarried or stillborn child. As used in this section, "stillborn" has the same meaning as in section 124.136 of the Revised Code.

(1) An employee using bereavement leave based on a miscarriage will provide appropriate medical documentation of the miscarriage.

(2) An employee using bereavement leave based on a stillbirth will provide a copy of the fetal death certificate. An employee who takes bereavement leave granted under this section on the basis of stillbirth is ineligible to use parental leave or benefits under Section 124.136 of the Revised Code based on the same stillbirth.



(C) Usage of the bereavement leave described in this section will need to begin within one of the following time periods:

(1) Not more than five calendar days after the immediate family member's death;

(2) Not more than five calendar days before or five calendar days after the date of the immediate family member's funeral.