


1555 ROCKAWAY PARKWAY
BROOKLYN, N.Y. 11236
718-927-6300

FOUR SEASONS
Nursing & Rehabilitation Center

To: All Non-Union Staff

From: Caroline Rich 
C.O.O./Administrator

CC: Human Resources

Date: February 1, 2025

Subject: **Update to New York City Earned Safe and Sick Time Act**

Please be advised that Four Seasons complies with all aspects of the New York City Earned Safe and Sick Time Act (hereinafter "Paid Sick Leave Law").

You may request a copy of the "Notice of Employee Rights" regarding the New York City Earned Safe and Sick Leave Act from your Department Head.

Only 40 hours of unused safe/sick time can be carried over to the next calendar year. However, the company is only required to let you use up to 40 hours of safe/sick leave per calendar year, unless the company's policy applicable to a particular person provides for more than 40 hours of sick time. Any sick time above 40 hours must be taken within the year and will not carry over from year to year.

For further questions & concerns, feel free to stop by the Human Resource Office located on the first floor.