

# LEGAL UPDATE

# ARIZONA

## Arizona Amends Rules for Earned Paid Sick Time

The Industrial Commission of Arizona has [amended](#) the regulations for the state [earned paid sick time law](#) to eliminate one of the law's recordkeeping requirements. The change was published Feb. 24, 2023, and it took effect Feb. 9, 2023.

### Amendments to the Earned Paid Sick Time Regulations

For each employee covered by the earned paid sick time law, employers generally must keep the following records for four years:

- The amount of earned paid sick time available to the employee;
- The amount of earned paid sick time taken by the employee to date in the year;
- The amount of pay the employee has received as earned paid sick time; and
- The employee's earned paid sick time balance.

The recent amendments strike the employer requirement above to maintain a record of the employee's earned paid sick time balance. The regulations defined the earned paid sick time balance as the sum of earned paid sick time or equivalent paid time off that is carried over to the current year, accrued to date in the current year and provided to date in the current year.

### Arizona's Earned Paid Sick Time

Under the earned paid sick time law, employees accrue leave at the rate of one hour per every 30 hours worked. For employers with at least 15 employees, the employees must be able to accrue and use up to 40 hours of earned sick time per year.

Employers with fewer than 15 employees are only required to allow accrual and use of up to 24 hours of paid sick time annually.

Provided to you by **Ronstadt Insurance**

### Important Date

**Feb. 9, 2023**

Amendments to earned paid sick time recordkeeping regulations took effect.

***Employers are no longer required to keep a record of employees' earned paid sick time balance.***

