

# Cancer Screening Leave

Sections 159-b and 159-c of the New York State Civil Service Law entitle every employee of a municipality to have a paid leave of absence to undertake a screening for prostate and breast cancer. The paid leave of absence granted pursuant to these sections *shall not exceed* four hours on an annual basis, shall be excused leave, and shall not be charged against any other leave.

Employees who undergo screenings at times that occur outside their regular work schedules are not eligible for a paid leave of absence. Any absence for longer than four hours will be charged to available leave credits. The following form must be properly completed, and returned to Paul Sebesta at Town Hall to receive credit for such paid leave of absence.

## Required Medical Documentation

\_\_\_\_\_ underwent a screening on \_\_\_\_\_  
(Name – Please Print) (Date)

at approximately \_\_\_\_\_ at the office/facility identified below for  
(Time)

prostate/breast cancer.

\_\_\_\_\_  
(Signature of Treating Physician/Agent)

\_\_\_\_\_  
(Printed Name)

Office/Facility: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_