

(<https://www.rochester.edu>)

Policies & Procedures (<https://www.rochester.edu/policies>)

Explore by Topic(<https://www.rochester.edu/policies/policy-archive/>)

About / Contact(<https://www.rochester.edu/policies/about/>)

HOME ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/](https://www.rochester.edu/policies/))

POLICIES ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/](https://www.rochester.edu/policies/all/))

HUMAN RESOURCES ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-AREA%5D=166](https://www.rochester.edu/policies/all/?filter%5BPOLICY-AREA%5D=166))

EMPLOYMENT & STAFFING ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-AREA%5D=206](https://www.rochester.edu/policies/all/?filter%5BPOLICY-AREA%5D=206))

ABSENCES ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-AREA%5D=216](https://www.rochester.edu/policies/all/?filter%5BPOLICY-AREA%5D=216))

ABSENCES WITH PAY ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-AREA%5D=226](https://www.rochester.edu/policies/all/?filter%5BPOLICY-AREA%5D=226))

DEATH IN THE IMMEDIATE FAMILY OR HOUSEHOLD

POLICY

Death in the Immediate Family or Household

LAST

REVISED

ON 07/ [Print](#) [Download PDF\(<https://www.rochester.edu/policies/policy/family-death/?pdf=1>\)](#) [Email\(<mailto:?subject=Death in the Immediate Family or Household>\)](mailto:?subject=Death in the Immediate Family or Household)

2025

This policy applies to: All regular full-time and part-time staff members. (Individuals represented by collective bargaining agreements receive benefits in accordance with those agreements.)

Table of Contents

I. POLICY

II. GUIDELINES

III. PROCEDURES

I. Policy

Time off without loss of base wage or salary will be granted to a regular full-time or part-time staff member who suffers the loss of an immediate family or household member. This time off with pay is intended to allow for participation in events related to the death and funeral and is not to be granted if no such participation occurs.

II. Guidelines

A. **Definition:** This policy applies to immediate family only, which is defined as the staff member's spouse or domestic partner and the staff member and spouse/domestic partner's parent (including

ABOUT THIS POLICY

Policy Number

327

Policy Group

Human Resources

Issuing Authority

Human Resources

Responsible Officer

Kathy Miner

Contact Information

kathy.miner@rochester.edu

(mailto:

kathy.miner@rochester.edu)

POLICY KEYWORDS


Benefits

<https://www.rochester.edu/policies/all/?filter%5Btopics%5D=306>

Compensation

<https://www.rochester.edu/policies/all/?filter%5Btopics%5D=326>

<https://www.rochester.edu>

 [**See maps and directions**](#)
[**Rochester, NY 14627**](#)



[**Accessibility**](https://www.rochester.edu/accessibility.html) (<https://www.rochester.edu/accessibility.html>)

[**Nondiscrimination**](https://www.rochester.edu/oeenondiscrimination/) (<https://www.rochester.edu/oeenondiscrimination/>)

[**Feedback**](https://www.rochester.edu/communications/work/digital-strategy/feedback/) (<https://www.rochester.edu/communications/work/digital-strategy/feedback/>)

[**Privacy**](https://www.rochester.edu/privacy/) (<https://www.rochester.edu/privacy/>)

[**Copyright**](https://www.rochester.edu/copyright.html) (<https://www.rochester.edu/copyright.html>)

[**Emergency Information**](https://www.rochester.edu/emergency/) (<https://www.rochester.edu/emergency/>)

© University of Rochester 1996-2025

`<iframe src="https://www.googletagmanager.com/ns.html?id=GTM-TT7PP8Z" height="0" width="0" style="display: none; visibility: hidden" ></iframe >`