

Sick leave

Sickness notifications are now sent electronically from the doctor to the health insurance company. Nevertheless, we ask you to send us your sickness notifications with **start and end date** by email, because we do not receive the information automatically from the health insurance. To receive a reliable confirmation we need to insert the exact time frame that matches the information given by the health insurance provider in the system.

Please note that we cannot send invoices for the service period in which you were on sick leave.

Sick pay at Smart eG

If you are employed by **Smart eG** and fall ill:

- you will continue to receive your salary without interruption.
- for the first 6 weeks, your salary will be paid from your budget. From the seventh week of illness, your health insurance provider (Krankenkasse) will pay sick pay (approx. 70% of your gross salary)

Sick pay at Smart Bildungswerk

The employees of **Smart Bildungswerk** pay the so-called Umlage 1 (between one and three percent depending on the health insurance company) to the health insurance companies through their employer's contribution and are therefore entitled to continued payment of wages in the form of sick pay from the first week of incapacity for work in the event of illness. The salary is therefore paid by the health insurance provider from the first week, in the case of the eG only from the seventh week of illness. If you, as an employee of the Bildungswerk, are unable to work due to illness and are therefore unable to carry out assignments, you should send us a scan of the medical certificate (for the employer) by e-mail.

Child sickness allowance

If your child is ill, please send us and the health insurance provider the sick note. For this period, the salary will be taken over by the health insurance provider and then paid directly to you (see employment contract § 6: (3) Claims in accordance with § 616 BGB for continued payment of remuneration in the event of temporary incapacity are excluded).