

# Available Sick Time Balance in the DirectMyCare Web Portal

Go to [DirectMyCare.com](https://DirectMyCare.com) and sign in to the web portal by entering your email address and password. Select **Log In** and you will be taken to the home page.

## Finding Sick Time

1. From the home page, select **My Account** (Fig. 01).

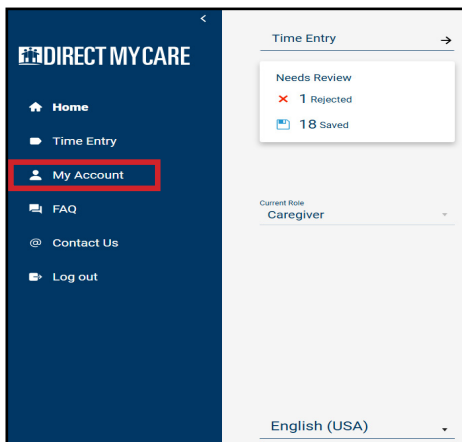


Fig. 01

2. From the drop down menu, select **Available Sick Time** (Fig. 02).

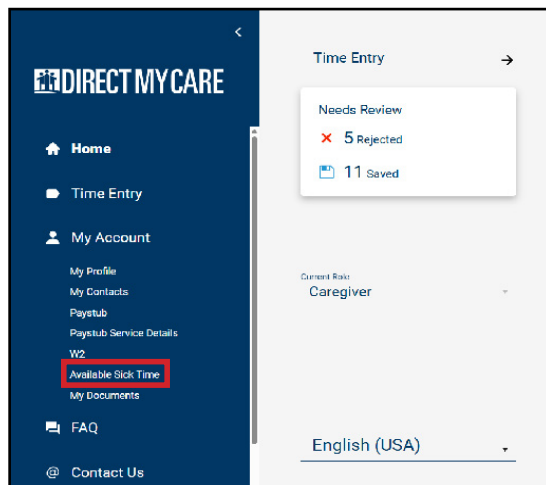


Fig. 02

3. The **Available Sick Time** menu (Fig. 03) shows the following details of your sick time:

- **Time Period**
- **Service Code**
- **Total Sick Time**
- **Sick Time Used**
- **Remaining Sick Time Balance**



Fig. 03