

## PARK VIEW HEALTH CENTER

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Section:

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Title: Emergency Staffing

Date: 06/23

Subject: **INCENTIVE PAY**

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**PURPOSE:** Define and identify an adaptive incentive program which is applied to ensure adequate staffing levels within Park View Health Center. Incentive shifts are at the discretion of the Administrator or designee.

**PERFORMED BY:** Facility Administration and Scheduling

**PROCEDURE:** Resolution #: Pending

1. Park View Managers who seek incentive pay need approval from the Administrator prior to offering. Staff members should not seek direct approval from the Administrator and will be directed by their direct supervisor.
2. Exempt Staff
  - a. Must work above and beyond their regular scheduled 40-hour work week
  - b. Staff picking up additional shifts must work in a different position than their own
  - c. Exempt staff are eligible for and all-inclusive rate of \$68.00/hr for additional shifts
  - d. Bonus time in \$25 increments per shift (4 or 8 consecutive hours) will be available as needed.
  - e. Additional shifts, incentives and bonus time must be approved by Administrator or Designee.
3. Non-Exempt Staff
  - a. Casual Call and below .8 Status employees are eligible for time and a half rate.
  - b. Full-time to 0.8 Status employees are eligible for double time.
  - c. Bonus time in \$25 increments per shift (4 or 8 consecutive hours) will be available as needed.
  - d. All incentives which include time and a half, double time or bonus time for emergency shifts will be determined and approved by Administrator or Designee.

REVIEW: Any changes to the policy will be reviewed and approved by the County Executive and the Director of Human Resources

REPORTING: Usage will be reported to the PVHC Committee upon request.

DRAFT