|  |  |  |  |
| --- | --- | --- | --- |
| **Facility Name** | **Louisville Care Community** | | |
| **Guideline** | **Weekend Work Pay** | | |
| **Effective Date** | **10/21/2018** | **1 Page** | |
| **Revision Dates** |  | | |
|  | |  |

To ensure adequate evening, night, and weekend coverage, the Louisville Care Center will pay to eligible nurse aides/medication aides who will work approved hours every Friday, Saturday and Sunday

* Nurse Aides/Medication aides who work Friday, Saturday and Sunday eight (8) hour shifts will be paid for 30 hours.
* Nurse Aides/Medication aides who work Friday, Saturday and Sunday twelve (12) hour shifts will be paid for 40 hours.

Hours of this policy will defined by the Director of Nursing/Assistant Director of Nursing or the Administrator on an individual basis depending on the need of the facility.

**Important Tips:**

* Staff will be required to work seven (7) out of eight (8) weekends during the hours agreed upon.
* If the staff member calls in OR trades a weekend the payment of the extra hours will be voided.
* Staff member will still work their holidays as assigned.
* If staff member works 24, six hours will be paid as personal and not as overtime hours.
* If staff member works 36 hours, 4 hours will be paid as personal and not as overtime hours.
* Staff member will be considered full time employee if they work 24 hours and receive 6 hours as personal.
* Staff member will receive shift pay in accordance to the Shift Pay, Differential Pay policy’s.