

## What is the Employee Referral Bonus Program?

The Employee Referral Bonus Program encourages and rewards the contributions that our employees can make in the attraction and retention of our most important resources—our workforce.

## How does the referrer receive the bonus payment?

### A referral bonus is paid to the “referrer” as follows:

- One half paid after completion of six months employment.
- One half paid after completion of one year of employment.
- Referrals received will be paid based on hire date.

**Bonuses** will be paid at the end of the next full pay cycle following the completion of the eligibility period and are subject to bonus tax rates.

Payments are subject to all normal payroll deductions.

## Who is eligible to apply for the available positions?

### Referred Candidates Must:

- Meet minimum requirements of the posted position.
- Have not been employed by a subsidiary of McLaren Health Care (MHC) within the past twelve (12) months.

### Referral Eligibility:

- Referrals may be made by current MHC subsidiary employees.
- The referrer and the new hire must both be current employees at the time of each payment.
- The new hire must maintain eligibility status throughout the bonus period.
- Human Resources employees, leadership (managers and above) and physicians, either employed or with staff privileges, are not eligible for the bonus payment.

*This is a discretionary program and is subject to change or cancellation at any time.*



## Recruit for Loot Referral Rewards

*Detach and return to applicable Human Resources department with resume and/or application. If you need more information, please call your Human Resources department.*

Referring Employee Name: \_\_\_\_\_

Subsidiary:

- |                                |                               |                               |
|--------------------------------|-------------------------------|-------------------------------|
| <input type="checkbox"/> BRMC  | <input type="checkbox"/> MRMC | <input type="checkbox"/> IRMC |
| <input type="checkbox"/> MCRMC | <input type="checkbox"/> LRMC | <input type="checkbox"/> VNSM |
| <input type="checkbox"/> MMMI  | <input type="checkbox"/> MHP  | <input type="checkbox"/> MHC  |

Contact Phone Number(s): \_\_\_\_\_

Date of Referral:\* \_\_\_\_\_

(\*This Request expires 6 months from date of referral.)

Candidate Name: \_\_\_\_\_

Subsidiary to Which You are Referring:

- |                                |                               |                               |
|--------------------------------|-------------------------------|-------------------------------|
| <input type="checkbox"/> BRMC  | <input type="checkbox"/> MRMC | <input type="checkbox"/> IRMC |
| <input type="checkbox"/> MCRMC | <input type="checkbox"/> LRMC | <input type="checkbox"/> VNSM |
| <input type="checkbox"/> MMMI  | <input type="checkbox"/> MHP  | <input type="checkbox"/> MHC  |

Position: \_\_\_\_\_

### For Human Resource Use Only

Date of Application: \_\_\_\_\_

Date of Hire: \_\_\_\_\_

Approved by: \_\_\_\_\_

*Better Careers. Better Opportunities.*

## Eligible Positions\*

### Bay Regional Medical Center

Contact HR at (989) 894-8630

- CRNA
- Experienced Certified Surgical Techs
- Physical Therapist
- Registered Nurses with more than three years experience in: CCU, Cath Lab, Operating Room

### Ingham Regional Medical Center

Contact HR at (517) 367-5560

- CRNA
- Physical Therapist
- Registered Nurse: Critical Care RN's with 1 or more years experience in Critical Care
- Speech Language Pathologist
- Occupational Therapist
- Respiratory Therapist
- Per Diem Speech Language Pathologist
- Per Diem Occupational Therapist
- Per Diem Physical Therapist
- Per Diem Physical Therapy Assistant
- Per Diem Occupational Therapist Assistant

### Lapeer Regional Medical Center

Contact HR at (810) 667-5630

- Nuclear Medicine Tech
- Pharmacist
- Registered Nurse: Critical Care or specialty nurse with more than 3 years experience, especially in the following areas: PCU, ICU, ED, Cath Lab, or Surgical Services
- Registered Nurse (with 3 years experience or less)
- Speech Language Pathologist
- CT Tech
- Ultra Sound Tech
- Radiology Tech
- Physical Therapist
- Occupational Therapist

\* List is effective October 2007, reviewed biannually

### Mt. Clemens Regional Medical Center

None at this time

### McLaren Health Care

Contact HR at (810) 342-4650 or toll-free (866) 238-2419

- Service Specialist
- Sr. Service Specialist
- Clinical Engineer

### McLaren Health Plan

None at this time

### McLaren Medical Management Inc.

None at this time

### McLaren Regional Medical Center

Contact HR at (810) 342-2333

- Anesthetist (CRNA)
- Med Tech
- Nuclear Medicine Tech
- Pharmacist
- Physician Assistant (PA)
- Physical Therapist (PT)
- Registered Nurse: Critical Care and Specialty RN's with more than 3 years experience in the following areas: CCU, ICU, Critical or Intensive Care Step-down, Emergency Department, Cath Lab, Operating Room, Research or Dialysis
- Registered Nurse (with 3 years experience or less)
- Respiratory Therapist
- Speech Language Pathologist

### Visiting Nurse Services of Michigan

Contact HR at (810) 496-8610

- Occupational Therapist
- Physical Therapist
- Physical Therapy Assistant
- Pharmacist
- Speech Language Pathologist
- Registered Nurse
- Certified Occupational Therapy Assistant

## How do I refer a candidate?

### Application Process:

1. The referrer identifies a candidate matching a position currently eligible under the referral program.
2. Referrer must complete a Referral Request and turn it into the applicable Human Resources department **with** an application and/or resume in order to be considered for the bonus payment.
3. Referral slips received after the candidate's application and/or resume is received will not be considered.
4. Only one referral form is accepted per candidate. Bonuses will not be split under this program.
5. The Human Resources department will notify the referrer if the applicant is hired. Process for payment and delivery of check is explained to referrer at this time.

*For more information contact your Human Resources department.*

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HEALTH CARE

[www.mclarenhealthcare.org](http://www.mclarenhealthcare.org)

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*Recruit for Loot*  
*Referral Rewards*



*Employee  
Referral Bonus  
Program*