Recruitment Bonus - Company Policy

As Health Essentials undergoes exciting corporate changes, it is now more important than ever to recruit quality applicants as we begin a new chapter in the growth and development of our services. Over the next few months, we are encouraging employees to refer qualified candidates who embody our culture of caring to our organization. If your referral is employed by our company, a recruiting bonus will be paid to employees under the following terms and schedule:

- Neither Human Resources nor executive management personnel are eligible for a recruitment bonus
- Per diem staff do not qualify as a referral
- Referrals will be paid only if the original employment application completed by the applicant contains the employee's name as the referral source.
- Bonus is paid as follows:
    - 30%: Paid within 30 days following the new hire's start date
    - 35%: Paid after the new hire has successfully completed three months of service
    - 35%: Paid after the referral has successfully completed six months of service
- If the applicant is referred by more than one employee, the referral bonus will be split equally among the referring employees and paid on the same terms as above.

To receive payment, referring employee must be actively employed at time of payment. All employee referrals must be made on an Employee Referral Program form and forwarded to Human Resources within two weeks of the new employee's date of hire. This policy only applies to new candidates.

Recruitment Bonus Amounts:

- Physicians: $7,500
- Nurse Practitioners: $5,000
- Administrators: $5,000
- Registered Nurse: $1,500
- Other Field Positions: $500
- Office/Administrative Positions: $250

**Referral bonus amounts are subject to change*