

Addendum VIII

Employee Benefits

Bridge House/Grace House Holiday Policy - Full-Time LPNs (LPN)

Updated 06/07/2023

All LPN staff observe the following days as paid holidays:

- New Year's Day
- Mardi Gras Day
- Good Friday
- Memorial Day
- Juneteenth
- July 4<sup>th</sup>
- Labor Day
- Thanksgiving Day
- Christmas Day

**Additionally, because of requirements related to coverage at each site, holiday coverage by a staff LPN is REQUIRED at both campuses. LPNs that work the above holidays will receive double the time of their hourly salary.**

All LPN staff will be compensated time and a half of their hourly salary on the following holidays for the shift that is worked:

- Martin Luther King Jr.'s Birthday
- Good Friday
- The Day after Thanksgiving
- Birthday – Eligible after 90 days of employment

**Employees cannot request the same holiday off two years in a row. If no one has requested this time off, then, and only then, will the Employee be awarded the holiday again.**