



LETTER OF UNDERSTANDING 72-Hour (0.9 FTE) Employment Agreement

This letter of understanding summarizes the agreement between Sinai Health System and the undersigned concerning specified terms and condition associated with working 72 hours per pay period.

Be it clearly understood that the following position classifications are not eligible to participate in the 72 hour (0.9FTE) employment program as provided via this agreement:

- Those employees working in position classifications represented by collective bargaining;

For those staff electing to participate in this program (72 hour / 0.9 FTE), the follow impact on benefits will apply:

Benefit Description	Terms and Conditions
PTO Accruals	Will accrue based on hours worked (May not use PTO to bring hours per pay period up to 80 hours)
SLB Accruals	Will accrue based on hours worked
System Designated Holidays	Will accrue at 8 hours per system designated holiday
Medical Benefit Premiums	Will remain at the "Full-Time" employee rate
Dental Benefit Premiums	Will remain at the "Full-Time" employee rate
Life Insurance	Will remain at the "Full-Time" employee benefit level
AD&D Insurance	Will remain at the "Full-Time" employee benefit level
Short Term Disability	Will remain at the "Full-Time" employee benefit level
Tuition Bonus	Will remain at the "Full-Time" employee benefit level

This letter constitutes the full and entire terms of this Agreement and the employee indicates his/her understanding and acceptance of the terms and conditions of the agreement by affixing his/her signature to this Letter of Understanding.

Effective Date: _____

Employee Name (Printed)

Date

Employee Signature

Employee Number

Department Head Name (Printed)

Date

Department Head Signature

Telephone Extension

Human Resources Approval

Approved By (Please Print)

Date

Approval Signature

DISCLAIMER: Participation in this Program is at the Sole Discretion of the Department Head based on the Operational Needs of the department.