



# FINANCIAL ASSISTANCE FOR CLINICAL POSITIONS

## PROGRAM SUMMARY

Columbine Health Systems values career growth with employees that wish to pursue a higher clinical education or provide support to those that have achieved such status. Columbine provides a wide range of opportunities for employees to apply for scholarship dollars, financial payback of student loans, or bonus for years worked. If you have previously received any monetary compensation for financial support, you are not eligible for these programs.

## THREE PROGRAMS TO SELECT FROM

1. Nursing Educational Scholarship
2. Tuition Reimbursement
3. Retention Bonus

## PROGRAM REQUIREMENTS FOR ALL PATHWAYS

- Applicants must be a current employee that has been employed for a minimum of one (1) year prior to applying for a specific pathway.
- Applicant/Nurse must work 1664 hours in past 12 months to be eligible for a program, with the exception of Certified Nursing Assistant must work 24+ hours per week to be eligible.
- Applicant must be in good standing per their most recent performance evaluation.
- Licensed professionals must have a license in good standing in the state of Colorado.
- Applicant must complete the application for review/approval at least 60 days prior to the start of any coursework.
- Applicant must complete the CHS application for the specific pathway.
- Columbine Health Systems makes payments directly to the institution or university for applicable programs.
- Applicant is allowed only 1 pathway for the duration of employment with any Columbine Health Systems.
- Columbine Health Systems reserves the right to change or terminate the program without prior notice. If Columbine does end the plan, Columbine will reimburse all courses in process prior to termination, but it will not reimburse any classes that being after plan termination and notification.

## 1. NURSING EDUCATION SCHOLARSHIP ELIGIBLE JOB TITLES

- Current Licensed Practical Nurse pursuing Registered Nurse degree
- Current Registered Nurse pursuing a Bachelor of Science in Nursing
- Current Certified Nursing Assistant pursuing either a Licensed Practical Nurse, Associate Degree in Nursing, or Bachelor of Science in Nursing
- Registered Nurse pursuing Certification program for a specialty nursing role.

### NURSING EDUCATIONAL SCHOLARSHIP SPECIFIC PROGRAM REQUIREMENTS

- Applicant shall submit proof of admission to an accredited school of nursing or another educational program.
- Applicant must complete the CHS scholarship application at least 60 days prior to coursework start date.
- Applicant must continue as an active employee working at least 20 hours to remain eligible for scholarship.
- Applicant must provide a letter of recommendation from current supervisor or Administrator.
- Applicant shall submit a course description and itemized list of expenses related to the coursework (i.e., tuition, textbooks). The program will reimburse costs for tuition, fees, books required for coursework.
- Program does not include payments for tools, supplies, scrub/uniforms that the employee may keep after finishing the course of instruction, as well as meals, lodging, or transportation.
- Payment for any course or educational involving sports, games, or hobbies is not considered to be educational assistance.
- Proof of a passing grade (official transcripts) from the accredited academic institution or a letter of successful completion of the course is required. A copy of the grade record shall be submitted to (Administrator or HR). A passing grade is considered a "C" or better.
- Applicant that does not fulfill employment course requirements will be ineligible for further textbook assistance or tuition reimbursement program.
- Columbine Health Systems will pay up to \$10,500 in total tuition/fees/books for awarded recipient.

### PAYBACK CRITERIA

- Employee is to remain employed at Columbine Health Systems for a minimum of two years upon graduation or pay back of total scholarship amount is required.
- If employee terminates employment within 1 year or less, 100% of the scholarship amount will be paid back to Columbine Health Systems.
- If employee terminates employment between years 1 & 2, 50% of the scholarship amount will be paid back to Columbine Health Systems.

## **2. TUITION REIMBURSEMENT ELIGIBLE ROLES/JOB TITLES**

- Active Registered Nurse of Columbine Health Systems

### TUITION REIMBURSEMENT SPECIFIC PROGRAM REQUIREMENTS

- Must have a current outstanding student loan debt from an accredited college or university related to nursing degree.
- Reimbursement Benefit Levels:
  - Up to \$1500 for 1st year
  - Up to \$2000 for 2nd year
  - Up to \$2000 for 3rd year
  - Up to \$2000 for 4th year
  - Up to \$3000 for 5th year
- One year from date of application will be the identified date for annual payout of reimbursement up to the 5th year.
- This is considered a taxable event. Please visit with your tax advisor for any questions.

## **3. RETENTION BONUS ELIGIBLE ROLES/JOB TITLES:**

- Active Registered Nurse of Columbine Health Systems

### RETENTION BONUS SPECIFIC PROGRAM REQUIREMENTS

- Must have worked at least 1664 hours in past 12 months.
- PRN & Part-time status not eligible.
- Bonus will be taxed at a Bonus rate per IRS regulations.
- Bonus will be paid as follows:
  - 1st anniversary: \$1500
  - 3rd anniversary: \$2000
  - 5th anniversary: \$2000
  - 8th anniversary: \$2000
  - 10th anniversary: \$3000
- One year from date of application will be the identified date for payout of reimbursement up to the 10th anniversary. Bonus will be paid on next available payroll following application anniversary date.
- Employee with over 1 year of employment, will receive 1st anniversary payout after completion of application. Employee will receive further payouts on anniversaries of application.