**Holiday Leave**

**A/B Schedule**

**Holiday Work Schedule A**

**ODD YEARS-2015, 2017, 2019 ETC:**

**YOU WORK**: New Year’s Day, Independence Day, Labor Day, Christmas Day

**EVEN YEARS: 2014, 2016, 2018 ETC:**

**YOU WORK**: Memorial Day, Thanksgiving, Christmas Eve

**Holiday Work Schedule B**

**ODD YEARS- 2015, 2017, 2019 ETC:**

**YOU WORK**: Memorial Day Thanksgiving, Christmas Eve

**EVEN YEARS: 2014, 2016, 2018 ETC:**

**YOU WORK**: New Year’s Day, Independence Day, Labor Day, Christmas Day

**Special Holiday Staffing**- On Thanksgiving, Christmas Eve, and Christmas Day, staffing levels may be **reduced due to low hospital volume.** Leadership may determine a number of positions that can be eliminated. The positions may be changed depending on extended illness or vacant positions.

Guest Services Leadership has the right to revise or eliminate a department policy at any time.

**Revised 11/2/2015**

**Holiday Work Schedule**

**VUH**

Info. Desk, DA:  Sue McKenzie (A)

Info. Desk, DA :  Mike Stringer (B)

Info. Desk, DP:  Edna Pulley (A)

Info. Desk, DP:  Larry Harris (B)

SICU: Paula Hardman (A)

SICU:  Jan Livingston (B)

Cardio:  Peggy Buchanan (A)

Cardio: Dawn Johnson (B)

Neuro ICU:  Shannon Daniels (A)

Neuro ICU:  Debbie Erickson (B)

MICU:  Leslie Halfacre (A)

MICU:  Johnnie Johnson (B)

Trauma:  Don Pierce (A)

Trauma:  Cathie Donegan (B)

**VCH**

PCCU:  Portia Willis (A)

PCCU: Daniel Easter (B)

NICU:  Joyce McCool (A)

NICU:  Melodie Hartline (B)

Info. Desk (A) Patrick O’Connor

Info. Desk, Patti Beachy  (B)

Info. Desk, CDP:  Della Henry (A)

Info. Desk, CDP:  (B) Mike Morgan