



COLLEAGUE PTO

At Saint Alphonse, we know each colleague's wellness is enhanced with time away from work.
Full-time and part-time colleagues are eligible.

COLLEAGUE PAID TIME OFF (PTO) PROGRAM

Years of Service	Accrual per Hour Paid <i>(Including holidays)</i>	Annual Accrual <i>(Based on 80 hours per pay period)</i>	Maximum
< 1	0.096	200 hrs	300 hours
1 - 4	0.108	224 hrs	336 hours
5 - 9	0.119	248 hrs	372 hours
10 - 14	0.131	272 hrs	408 hours
≥ 15	0.142	296 hrs	444 hours

- Accrual amount is based on years of service and hours paid, up to 80 hours per pay period (2 weeks)
- Combines traditional sick leave, vacation, and holidays
- Holidays include:
 - New Years Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Day
 - Christmas Day

QUESTIONS?

Contact your Talent Partner or call 208-367-2149.



Saint Alphonse