

Employee Referral Program

ROCHESTER
REGIONAL HEALTH

FREQUENTLY ASKED QUESTIONS

What is the “Better Together” Employee Referral Program?

The “*Better Together*” Employee Referral Program is designed to contribute towards the long-term growth of Rochester Regional Health by rewarding employees when they successfully recommend a candidate who is then ***hired into a benefited role***.

What are the benefits of participating in the “Better Together” Employee Referral Program?

- ***Incentives***: For every successful and qualified Registered Nurse, Medical Technologist, Respiratory Therapist, Physician, Advanced Practice Provider, New Graduate Registered Nurse or Respiratory Therapist, Licensed Practical Nurse, Radiologic Technologist, Cardiac Sonographer, Certified SPC, Surgical Technologist, Home Health Aide, Certified Nursing Assistant, Addiction or Mental Health Therapist, or Clinical Evaluators referral, incentives are given to a referring employee.
- ***Better Employee Culture***: Employee referrals increase the likelihood that the talent we are hiring is the best fit for our culture and the vision of Rochester Regional Health—a better fit means happier employees, better camaraderie, and greater company success.

Who is eligible to refer candidates?

All employees in a paid status or on an approved leave of absence are eligible to refer candidates ***except for the following***:

- Selecting manager/supervisor
- All Recruitment titled employees

What are the requirements for an individual to be considered an eligible candidate?

An eligible candidate **meets the following**:

- Must be a new employee
 - Must not have been previously employed by RRH within the past 12 months
 - Cannot be currently employed at RRH
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Is there a limit to the number of referrals I can make?

No, there is no limit to the number of referrals one employee can make.

What if more than one person refers the same candidate?

The earliest submission received will be the individual considered for the referral bonus. The date and time received will be noted by the system in Workday.

What happens if the person I refer quits or ends employment at Rochester Regional Health?

Both the referring employee and the referral candidate must be employed by Rochester Regional Health when the bonus is paid out.

What types of candidates would be the best fit for Rochester Regional Health?

Our “Better Together” Employee Referral Program is aimed at increasing the likelihood that the talent we are hiring is the best fit for the culture and the vision of Rochester Regional Health—a better fit means greater success. Qualities we look for include:

- Positive and optimistic
- Desire to make a lasting, positive impact on the community
- Motivated by a collegial atmosphere
- Adaptable and able to evolve in a dynamic organization
- Proactive in seeking out opportunities to learn and teach
- Accountable – knowing when to take action and own their decisions, and when to garner the expertise of others

What are the bonus eligible positions and amounts in the program?

The positions that are eligible for **monetary bonuses**, and their corresponding amounts, if the referral is successful, are as follows (this can also be found in the Careers App on Workday):

Monetary Bonus Structure - Eligible Roles and Amounts		
Job Family	Experience Level	Amount
Registered Nurse	.5 YOE +	\$10,000.00**
Medical Technologist	.5 YOE +	\$10,000.00**
Respiratory Therapist	1.0 YOE +	\$10,000.00**
Physician	-	\$10,000.00
Advanced Practice Provider	.5 YOE +	\$7,000.00
2022 or 2023 New Graduate Registered Nurse or Respiratory Therapist	0 YOE +	\$5,000.00**
Licensed Practical Nurse	.5 YOE +	\$5,000.00**
Radiologic Technologist	.5 YOE +	\$5,000.00**
Cardiac Sonographer	.5 YOE +	\$5,000.00**
Certified SPC	.5 YOE +	\$3,000.00

Surgical Technologist	.5 YOE +	\$3,000.00
Home Health Aide	.5 YOE +	\$3,000.00**
Certified Nursing Assistant	.5 YOE +	\$3,000.00**
Addiction or Mental Health Therapist	.5 YOE +	\$1,000.00
Clinical Evaluators	.5 YOE +	\$1,000.00

*20-35 hours prorated at 50%

**Enhanced bonuses are paid out in 2 installments; 50% at 90 days and 2nd half at 1 Year. Payment contingent on both employees being employed at time of installment

When will I receive my referral bonus?

Once a candidate is hired as a result of a referral, both the referring employee and the referral candidate must be employed by Rochester Regional Health when the bonus is paid out. The bonus will be paid after 90 days from the date the referred employee starts.

If an enhanced bonus, it will be paid out in 2 installments; 50% at 90 days and 2nd half at 1 Year.

Is my reward taxable?

Yes, the referral bonus is considered employee income and is subject to tax, per state and IRS guidelines.

How do I find a list of open positions?

For a complete listing of open positions please visit careers.rochesterregional.org.

How do I refer someone?

Employees can **share contact information [here](#) and let us do the rest for you!**

Or, employees can submit a referral using [Workday](#), the Workday App, or through the job posting. A step-by-step guide on how to do this can be found at [here](#).

- **Important:** The referral candidate must complete our employment application listing the referring employee **by name** in order for them to be eligible for the corresponding bonus.

Questions?

Visit [Workday](#) or email Kaitlyn.Bond@rochesterregional.org