

## Referral Incentive Program

### MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on this 2<sup>nd</sup> day of DECEMBER, 2021, by and between the Public Health Trust/Miami-Dade County (hereafter "PHT"), and the Service Employees International Union, Local 1991 (hereafter "SEIU"). The PHT and SEIU shall be collectively referred to as "the Parties." The Parties agree as follows:

WHEREAS, the Parties agree that there is a need for the PHT to implement referral incentives for difficult to fill positions to provide the hospital system another source of qualified staff to effectively meet the current and ongoing talent acquisition needs of the organization.

NOW THEREFORE, the Parties agree as follows:

1. Any current employee of the Jackson Health System (exception: Executives, Directors, Managers, Supervisors, Public Relations and Human Resources staff) who refers an employee who is hired into certain hard to hire full-time position will be eligible to receive a \$500.00 referral bonus.
2. The PHT will provide the union a list of hard to hire positions that will be part of this referral incentive program. The PHT has the discretion to add and remove positions from the list of hard to hire positions with ten-days notice.
3. In order for the referring employee to receive the referral bonus, the new employee must have two years of experience in specialty area of the position and successfully complete an orientation as well as a probationary period.
4. The referral bonus will be paid in two equal parts. The first \$250.00 payment will be made at the time the new employee completes orientation. The second \$250.00 payment will be paid at the end of the new employee's probation period.
5. Both the referring employee and new employee must be employed at the time of payout.
6. If two or more employees refer the same candidate, the first referral form received and date stamped by Talent Acquisition will be eligible for the program, unless both parties agree to share the bonus.
7. The referred employee cannot currently be in the recruitment database.
8. If an employee refers multiple new candidates who are hired into full-time hard to hire positions the referring employee will be eligible for the referral bonus for each new employee referred who meets the criteria outlined in this agreement.

*msalva 12/21*

9. The PHT may stop the implementation of this Referral Program at any time with thirty (30) days written notice to the union.

For: Martha Baker  
Service Employees International Union  
Local 1991, — PRESIDENT

For: Enbar Cohen  
Public Health Trust/Miami-Dade County

By: MARTHA BAKER, RN

By: Enbar Cohen

Date: 12-2-21

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