



Wesley Woods Senior Living, Inc.

SUBJECT: Rehire Policy

THIS POLICY

Policy Number: 209

Effective Date: 11/01/02

REPLACES POLICY

Policy Number:

Effective Date: 09/03/2002

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POLICY:

It is the policy of Wesley Woods Senior Living, Inc. to rehire employees that left the company in good standing and it is to the advantage of the company to do so.

GUIDELINES:

1. Employees are eligible for rehire by Wesley Woods Senior Living, Inc. if the *employee performance was satisfactory (not rated Insufficient in Performance Advantage or placed on a Performance Improvement Plan)* or better at the time of their resignation or separation.
2. Employees that are rehired by Wesley Woods Senior Living, Inc. within one year from their separation are eligible to *accrue Comprehensive Leave and Extended Illness Leave at a rate that is based on an adjustment* in the rehire date that takes into account the break-in-service.

Example: A former employee is rehired whose original hire date was July 1, 1995 and a termination date of June 30, 1996. An adjusted rehire date of June 30, 1996 will be used for the purposes *of accruing Comprehensive Leave and Extended Illness Leave only.*

3. Employees that are rehired by Wesley Woods Senior Living, Inc. after being separated from the company longer than one year *will earn Comprehensive Leave and Extended Illness Leave at the same rate as new employees.* Such accruals will be based on their new rehire date.

Approved By: Kenneth Weber, President/CEO, Wesley Woods, Inc.
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Date Reviewed: 11/02/02 Last Revised: 03/01/2007 Adair Maller Director Human Resources