

HOLIDAY PAY (HR-2.10)	
Summary	<p>Atrium Health encourages team members to have a balance between work and their personal lives. Holidays are an important part of the celebration of life. Because our patients continue to need care during the holidays, team members must sometimes work to provide this care. We recognize this personal sacrifice associated with our industry and appreciate it. Through our Compensation and Benefits Program, Atrium Health rewards team members working select holidays with holiday pay. Atrium Health recognizes seven traditional holidays.</p>
Applies to:	<ul style="list-style-type: none"> ➤ All Atrium Health non-exempt (hourly) team members and select exempt (salaried) team members.
Definitions	
Procedures	<ul style="list-style-type: none"> ➤ General Guidelines <ul style="list-style-type: none"> • Atrium Health Recognized Holidays • Holiday Pay
Related Policies	
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HOLIDAY PAY**(HR-2.10)****General Guidelines****Atrium Health Recognized Holidays**

- Atrium Health observes the following seven holidays:
New Year's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and December 25th.
- Holidays falling on a Saturday or Sunday will be recognized on a weekday for those departments that close on holidays.
 - If the holiday falls on Saturday, it is observed on the preceding Friday.
 - If the holiday falls on Sunday, it is observed on the following Monday.

Holiday Pay

- All non-leadership, non-exempt (hourly) team members working on select Atrium Health holidays will be awarded holiday pay. Select exempt (salaried) team members, based on the market, will be awarded holiday pay. The select holidays for which a team member will receive holiday pay include Thanksgiving, December 25th, and New Year's Day.
- The holiday period is defined as 6:45 p.m. the day prior to the holiday to 7:15 p.m. the day of the holiday. Team members working anytime during these hours will be awarded holiday pay for hours worked.