



St. Helena Parish Hospital

“Louisiana’s First Critical Access Hospital”

Current Status: Active	Policy # HR.402.200
Effective Date: 1999	Revision Date(s): 11/26/2018; 8/26/2019
Policy Area: Human Resources	Applicability: ALL ENTITIES
ON CALL PAY (NON-EXEMPT EMPLOYEES)	
1 PAGE(S)	

PURPOSE:

To establish guidelines for On Call pay.

POLICY:

On Call pay is only paid to non-exempt, non-salaried employees.

PROCEDURE:

1. The on call rate is \$2.00 per hour. Employees will be paid the on call rate during the stand-by period. When an employee is needed, and reports to work, they will be paid the base pay plus any applicable differentials.
2. Employees must be available to be reached by phone, or electronic communications, during the stand-by period and report to work within 30 minutes when called in.
3. Eligibility: If the employee on call fails to answer phone or electronic communication and does not report to work within 30 minutes, no on call pay will be granted. Employee will be subject to further disciplinary action including and up to termination of employment.
4. Departments covered in separate departmental specific on call policy are: Nursing, Respiratory, & Radiology.

Hospital Service District #1

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This institution is an equal opportunity provider/employer.