



DHS HUMAN RESOURCES RN ADVANCED DEGREE BONUS REQUEST

EMPLOYEE INFORMATION

EMPLOYEE NAME:	EMPLOYEE NUMBER:
EMPLOYEE CLASSIFICATION:	DEPARTMENT NUMBER:
DATE DEGREE OBTAINED:	DIVISION NAME:
DATE:	

BONUS ELIGIBILITY

Persons who are employed in a permanent, full-time position covered by Bargaining Units 311 and 312 who have a Bachelor's degree or an "accelerated" Master's degree in Nursing or a closely related health field are eligible to receive a 2% bonus. Said bonus will be provided only if the minimum requirements of the employee's classification do NOT require the degree. The degree must have been earned at an accredited four-year college, university, or nursing school.

The following health field degrees are recognized as closely related to Nursing for purposes of this bonus:

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|------------------------|---------------------------|
| Nursing Administration | Healthcare Education |
| Nursing Education | Healthcare Administration |
| Health Science | Public Health |
| Healthcare Management | |

Authority: Memorandum of Understanding for Bargaining Units 311 and 312.

Route completed request to:
DHS HR, PERSONNEL SERVICES
ATTN: BONUS UNIT, 4th FLOOR, SUITE 400
5701 S. EASTERN AVE.
COMMERCE, CA 90040
dshrbonus@dhs.lacounty.gov

NOTE – Copy of the qualifying degree must be submitted with the RN Advanced Degree Bonus Request form in order to be considered for said bonus. Original qualifying documents shall be verified by Human Resources staff prior to bonus approval.

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- Eligible Item Verified
 Eligible Degree Verified
 College Accreditation Verified

Verified By: _____

Print Name	Signature	Date
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Approved By: _____

Print Name & Title	Signature	Date
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Effective Date: _____ Date Entered in e-HR: _____ Entered By: _____