

In employee surveys over the past few years, you said being able to care for yourself and loved ones is important to your well-being. We heard you – and in 2021, we launched our new approach to time away programs for employees who follow non-contract benefits so you can take the time you need, when you need it.

These changes and enhancements are designed to protect you, so you don't need to build up a "just in case" PTO balance. You'll have the time you need to take care of yourself and your family.

### → Paid Caregiver Leave

We were excited to be a leader among Minnesota health systems by introducing this valuable benefit in August 2021. Eligible employees may take up to 80 hours of Paid Caregiver Leave in a rolling 12-month period to spend time caring for immediate family members with a serious health condition. This benefit can also be used when bonding with a new child. Beginning in 2023, Paid Caregiver Leave benefits will be enhanced from 60% to 100% of eligible pay.

### → Paid Time Off Purchase

Starting in 2022, we introduced the option to buy up to 40 hours of PTO for the following year. You'll continue to have this opportunity each year during your annual Benefits Enrollment period.

### → Paid Time Off Accrual

Also in 2022, we aligned the PTO accrual system for our exempt and non-exempt employees, excluding supervisors and above. PTO accrual is now based on years of service with Allina Health instead of employee classification. These changes were aligned with standard market practices.

### → Short-Term Disability Benefits

Starting in 2023, we are introducing an enhanced Short-Term Disability benefit! Eligible employees will receive 100% (up from 60%) of eligible pay for up to eight weeks, with a reduced waiting period of seven days. After the initial eight-week period, Short-Term Disability benefits are paid at 60% of eligible pay.

As a reminder, if your disability extends beyond 90 days, you may be eligible for Long-Term Disability, which provides 60% of eligible pay, up to \$12,000 per month.

### → Paid Time Off Carryover

PTO is important to your well-being, and you deserve to use it now more than ever. To help encourage use of paid time away, in early 2021 we announced an upcoming PTO carryover limit that will gradually reduce the amount of PTO hours you can carry over to the following year. We shared this early — and spread the change over three years (2022-2024) — so you would have time to plan and spend down your PTO bank. At the end of 2022, the carryover limit is 220 hours.

*Please refer to HRConnect for all eligibility, policy and program details.*

It's important to have the time you need to take care of yourself and your family:

- **Paid time for you** – to refresh and recharge
- **Paid time when you're in need** – for urgent health matters
- **Paid time to care for loved ones** – for new child bonding and family care

Visit [HRConnect](#) for full details.

