



Working at Alomere Health

Thank you for your interest in potentially becoming a part of the Alomere Health family. We are an organization that is successful because of its people and we are excited to be exploring opportunities with you. Our employees are what make Alomere Health a high-quality regional hospital, unique to our community.

Alomere Health is a general medical and surgical hospital in Alexandria, MN, with 99 beds. It is accredited by the Healthcare Facilities Accreditation Program (HFAP), has a Level III trauma center and has twice been named as one of the Top 100 Hospitals by Thompson Reuters.

Our Mission

Our passion and purpose is to strengthen and nurture the health and well-being of our family, friends, neighbors, and communities, through every season of life.

Our Vision

Our vision to be the region's preferred integrated system known for its compassionate, quality healthcare.

Our Values

We incorporate the following values in everything we do

Integrity

- ❖ Because patients trust us with their lives.

Compassion

- ❖ Because we serve people in their most vulnerable moments.

Excellence

- ❖ Because lives are at stake.

Hospitality

- ❖ Because everyone is welcome here.

Accountability

- ❖ Because we take our responsibility to heart.



Organizational Structure

Alomere Health is an integrated health system and is comprised of three entities:

1. Alomere Health
2. Alexandria Clinic, Alexandria and Osakis locations
3. Heartland Orthopedic Specialists

Benefits Overview:

Alomere Health provides a variety of benefits for its employees depending on full time or part time/as needed status. Most benefits have both employee and employer contributions. Full time at Alomere Health is 64 hours or greater in a two-week pay period, part time is 40-63 hours in a two week pay period. Elected benefits are effective the first of the month following the date of hire.

Health Insurance	<ul style="list-style-type: none">• Health insurance is offered to full time and part time employees• Administered through Blue Cross Blue Shield of MN• Option of Single or Family Coverage• Option of a \$750 Deductible PPO or HDHP w/HSA \$2,000 Deductible
Life Insurance	<ul style="list-style-type: none">• Provided by Alomere Health for a full time employee, offered to part time• Administered through Liberty• Additional life insurance may be purchased for employee, spouse, or children
Dental Insurance	<ul style="list-style-type: none">• Dental insurance is offered to full time and part time employees• Administered through CIGNA• Option of employee, employee + one and family• DCH pays \$20 monthly toward elected dental plan
Flexible Spending Accounts	<ul style="list-style-type: none">• Medical Spending Accounts & Dependent Care Spending Accounts• Administered through Further
Health Savings Account	<ul style="list-style-type: none">• If High Deductible Health Plan (HDHP) is elected DCH contributes on a prorated annual basis<ul style="list-style-type: none">○ \$500 single coverage or \$1,000 family coverage• Administered through Further
Public Employees' Retirement Association (P.E.R.A.) Retirement Plan	<ul style="list-style-type: none">• All eligible employees are enrolled in P.E.R.A.• Alomere Health contributes 7.5% of salary, Employee contributes 6.5% of salary• Vested after Five (5) years membership in P.E.R.A.
Health Care Savings Plan (H.C.S.P.)	<ul style="list-style-type: none">• H.C.S.P. is an employer-sponsored program that allows you to invest money in a tax-free account while you are employed by a MN public employee.• Tax-free account, contributions and eligible reimbursements are not reportable on state or federal tax returns. (Funds accessible once retired or no longer an employee of DCH)
Vacation and/or Paid Time Off (PTO) Benefits	<ul style="list-style-type: none">• Alomere Health provides vacation or paid time off (PTO) benefits to all employees in a full time or part time benefited status
Sick Time or Extended Illness Bank (EIB)	<ul style="list-style-type: none">• Alomere Health provides sick or extended illness time, calculated based on hours worked

Employment Conditions/Requirements

- Alomere Health is an equal opportunity employer. Alomere Health prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants, without regard to race, color, religion, sex, national origin, age, disability, genetic information, gender identity or expression, veteran status, or any other protected class as outlined by federal or state law.
- Alomere Health is a drug and alcohol free workplace. All offers of employment are contingent upon successful completion of a pre-employment drug screen.
- Where applicable, a pre-work screening is performed to determine the applicant's physical abilities to safely perform the essential physical job demands of the job for which he/she has been offered. An offer of employment is contingent upon the applicant passing a pre-work screening.
- Alomere Health conducts reference checks prior to an offer of employment being extended.
- Alomere Health conducts a background study through the Minnesota Department of Health; all employees must be able to provide services per the Minnesota Department of Health. Background screening is conducted in accordance with the Fair Credit Reporting Act and administered by AccuSource Inc., third party vendor.
- Alomere Health requires that all employees be screened for tuberculosis through a two-step mantoux process. Step one of the mantoux process must be completed on the first day of orientation. Step two must be completed within two weeks of the first step.
- Alomere Health requires that all employees provide vaccination dates and/or have titers drawn within 14 days of their date of hire. Noncompliance may result in an unpaid leave until this requirement has been met.
 - Mumps, Measles, Rubella (MMR) – Employees must have documentation of 2 MMR vaccination dates or evidence of immunity with positive antibody titer results. If employee declines indicated vaccination, signature to decline vaccine is required.
 - Varicella – Employees must have either had disease or provide documentation of having 2 Varicella vaccination dates or titer results. If employee declines indicated vaccination, signature to decline vaccine is required.
 - Hepatitis B – This vaccination is not required but is strongly recommended and is provided free of charge to employees who have the potential for occupational exposure to blood borne pathogens. If employee declines indicated vaccination, signature to decline vaccine is required.
 - Influenza – This vaccination is not required but is strongly recommended and will be provided free of charge to all employees. Employees wishing to decline the vaccination must formally decline the vaccination by filling out a declination form.
 - Tdap or TD - This vaccination is not required but is highly recommended. The Tdap is provided free of charge to employees who provide direct patient care.
- Alomere Health requires proof of eligibility to work in the United States upon hire.