



Medina County Policy Manual



Policy: Weekend Bonus County Home	Section: Pay Practices	Number: 3.055
Issued: 09/17/07	Reviewed/Revised:	Page #: 1 of 2

A. ELIGIBILITY & SCOPE

1. Applies to all hourly non-exempt full and part time employees hired to work at the Medina County Home.
2. In order to receive the weekend premium, a minimum of four (4) consecutive hours must be worked.
3. No weekend premium shall be paid beyond 11 p.m. on Sunday evening in the event employee(s) work beyond 11 p.m.
4. A weekend premium will be paid only for HOURS ACTUALLY WORKED. Holiday, vacations, sick leaves, funeral leaves, jury duty, etc. are not computed for the weekend premium.
5. Employees are eligible to receive both weekend premium and shift differential when such hours meet the definition of this policy and that of the shift differential policy. ([See County Home Shift Differential Policy - 3.040](#))
6. Weekend premium must be included in determining overtime pay. When an employee works overtime during a workweek in which an employee receives a weekend premium, all overtime payments for that workweek will be calculated using the weekend premium pay rate.
7. All time is to be recorded in quarter hour increments.
8. Employees working into the next shift during this 48-hour period will continue to receive the weekend premium provided such hours meet the time parameters defined in number 3 above.
9. Employees working over from a Friday evening shift (generally understood to be 3 p.m. to 11 p.m.), or coming in early prior to their Sunday night shift (generally understood to be 11 p.m. to 7 a.m.), must work a minimum of two (2) consecutive hours to be eligible and receive the weekend premium.

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Example 1: Employee A stays over 1 hour after having worked their Friday evening shift (3-11): Employee A would NOT be eligible for shift premium.

Example 2: Employee B comes in at 9 p.m. Sunday night prior to the start of their shift, Employee B would be eligible to receive 2 hours of shift premium.

B. DEFINITIONS

1. **Weekend:** Shifts beginning at 11 p.m. Friday night and continuing until 11 p.m. Sunday night (48 consecutive hours) subject to the conditions stated in paragraphs 8 and 9 above.
2. **Premium Payment:** \$1.25 per hour.