

New Hire FAQ

Long-Term Skilled Care for Youth and Younger Adults

1. Where should I park?
For the first day-park in the front in the “U” shaped parking lot, you will be shown where the regular lot is and how to get to it on the first day.
2. How do I keep track of my time?
All non-exempt, hourly employees clock in and out using the time clock located just inside the main entrance.
3. What should I wear?
Nursing and therapy staff should wear scrubs or casual dress. On With Life logo shirts are available for purchase if desired. We do not require scrubs to be a specific color. Administrative staff may wear business casual. You will receive a copy of our dress code to review.
4. What about meal breaks?
A thirty minute meal break is scheduled for most regular shifts, other than 4 hour shifts. A refrigerator and microwave are available for staff who choose to bring their meal. Coffee and water are available as are vending machines for soda and snacks.
5. Will I have computer access?
All staff have access to computers and each department has their own requirements and expectations regarding minimal computer usage.
6. When will I be paid?
On With Life employees are paid bi-weekly. Direct deposit is required.
7. When will my benefits be effective (Full Time Employees)?
The following are effective the first of the month following your first 30 days of employment.
 - Health Insurance
 - Dental Insurance
The following are effective the first of the month following your first 90 days of employment.
 - 401K
 - Life Insurance
 - Long Term Disability Insurance
 - Flexible Spending Account
8. When can I use PTO (Full Time/Part Time Employees)?
PTO will be available to use after 90 days of employment.