

ONA Education Bonus Request Form

Instructions:

To be considered for an ONA Education Bonus, complete this form and submit it along with verification of completed education to EmployeeDocumentation@kingstonhsc.ca. If eligible, bonus payments will be paid going forward after documentation is received by Total Rewards.

Personal Information

Last Name:	
First Name:	
Employee I.D. Number:	

Site (select one):

☐ Kingston General Hospital (KGH) ☐ Hotel Dieu Hospital (HDH)

KGH Site Bonus Options (Check all that apply):

☐ Canadian Hospital Association/Canadian Nurses' Association, Nursing Unit Administration Course or its equivalent or 6 months Post Graduate Course - \$15/month

☐ One Year University Course - \$40/month

☐ Master's Degree - \$120/month

HDH Site Bonus Options (Check all that apply):

☐ Nurse Practitioner Course - Family Medicine - \$40/month

☐ O.R Post Graduate Course - O.R/Recovery Room - \$15/month

☐ Coronary Care/Surgical Intensive Care Courses (appropriate clinical intensive care units) - \$15/month

I am requesting consideration for the ONA Education Bonus and have attached the necessary supporting documentation.

Signature:	
Date:	

Total Rewards Use Only

Date Form and Documents Received:	
Reviewed by:	
Action:	
Signature:	
Date:	