Frequently Asked Questions about Sparrow Carson Hospital

**Employment**

Q: At Carson we are called Associates. Will this change when we become Sparrow Carson Hospital?

A: Yes. At Sparrow all employees contribute to the Patient experience. No matter your role in the organization, Sparrow believes that all employees are “Caregivers.” As you see the term Caregiver mentioned in Sparrow communications, please recognize this as the term used for all individuals who work for Sparrow Health System.

Q: Are positions at Carson in jeopardy now that we are fully integrating with Sparrow Health System?

A: There are no workforce reductions planned at this time.

Q: Will we still be able to use our badges to purchase food, drink, and items from the Apothecary?

A: Yes. We understand Carson Caregivers find this service to be convenient and there are no plans to discontinue this benefit at this time.

Q: Are we changing to standardized uniforms and if so, when will that change occur?

A: Yes. In support of “One Sparrow,” we are excited about the opportunity to transition to Sparrow’s dress code, an important aspect of Patient-centered care. The easily identifiable colors assist Patients in knowing the roles and expectations of Caregivers. We expect to roll out the new uniforms to Sparrow Carson Caregivers in the second or third quarter of 2015. More information with be provided at a later date.

Q: Will Carson employees keep their seniority?

A: Yes. Sparrow will recognize the Sparrow Carson service date at the time of the transition.

Q: Can I apply for a Sparrow posting as an internal transfer?

A: Yes. Sparrow postings are available at Sparrow.org. You may click on Careers, then enter your Caregiver number and click the internal posting link to apply.

**Benefits**

Q: When will my health, dental, vision and all other benefits change to Sparrow’s plan?

A: Choosing the benefits necessary to take care of yourself and your family is an important decision. The transition to Sparrow benefits will be handled at a pace that allows for careful consideration of the benefits available to you.

Sparrow Carson Caregivers will transition to Sparrow’s core benefit plans effective Jan. 1, 2016. Caregivers will enroll in their new benefits during Sparrow’s Open Enrollment period in the Fall of 2015 for the 2016 plan year. Communication about benefits available to Sparrow Carson Caregivers will be distributed prior to the 2015 Open Enrollment process.

Q: What is the pension plan that Sparrow currently offers and when will that take effect?

A: Sparrow has a 401(k) defined contribution plan, with a diverse selection of investment funds, administered by Transamerica. Sparrow offers two types of contributions to help you prepare for a healthy retirement. Caregivers will receive an employer match of 50 percent, up to the first 6 percent of pay contributed, each pay period. In addition, after obtaining one year of eligible service, Sparrow will contribute 3 percent of your pay to your 401(k) account on an annual basis.

Q: Will we still get our pension match in 2015 for our 2014 contributions?

A: Yes, Sparrow Carson will still make the agreed upon pension match in 2015 for contributions made by Caregivers during the 2014 plan year.

Q: Will I still have a high deductible health plan (HDHP) with a health savings account (HSA) option through Sparrow's benefit plans?

A: Sparrow offers a variety of medical insurance options to choose from and reviews its benefit options annually. Before Sparrow Carson Caregivers transition to Sparrow benefits a complete list of benefit plans will be made available.
Benefits continued
Q: Will I be able to utilize Sparrow's daycare center?
A: Yes. Sparrow's Day Care Center is located at 920 Jerome Street, Lansing. You may contact Childtime at 517.364.3923 to learn about pricing and availability.

Paid Time Off
Q: Will I lose my PTO if I haven't used it and will I still accrue PTO at the same rate I currently do?
A: Sparrow Carson Caregivers will NOT lose the PTO they have accrued at the time of integration. Sparrow Caregivers accrue different time-off based on their job classification. More information on specific accruals will be provided during our Open Enrollment communication.

Q: If I've already been approved for vacation time, will Sparrow honor that request?
A: Yes, paid time-off approvals will be honored consistent with current Carson policies.

Wages
Q: Will there be a change to my current wages?
A: Carson Caregivers will transition to Sparrow at existing salaries and wages. Sparrow provides a highly competitive market-driven wage. Sparrow will evaluate all current Sparrow Carson Caregivers to ensure their wage, job title and/or descriptions are consistent with Sparrow compensation practices. Additional pay practices such as shift differentials, on-call pay, etc. will also be reviewed to assess market competitiveness and system integration.

Q: As a result of this transition, will we become unionized?
A: The union contracts are a result of the collective bargaining process and are specific to a particular Sparrow affiliate and designated positions. Sparrow Carson Caregivers are NOT included in these agreements.

Additional Questions
Q: Who do I contact in Sparrow Human Resources with issues or concerns?
A: Sparrow has created a special email connection for Sparrow Carson Caregivers. The email address is carsonhr@sparrow.org. Using a centralized email address for any questions, comments or concerns will allow us to quickly respond to your needs.