

Breaks in Service To Be Deducted from Service Calculation: Any period of time you were not working as a Registered Nurse for twelve continuous months **or more**, deduct the full number of months. e.g. - 12 months or more break for: personal leaves of absence, staying home with children (excluding maternity and parental leaves), care for family members, educational leave, deferred salary leave, breaks to work at other non-nursing employment.

Breaks in Service - Not to be Deducted from Service Calculation: Maternity or parental leaves, leaves for your own illness or disability (i.e. WCB/LTD/Sickness), or breaks of less than twelve months duration

CALCULATION - YEARS OF SERVICE

- 1) Initial Registration/Licensure Date month/year _____
 - 2) Numbers of months since initial Registration
(count the registration Date as one full month regardless of which day of month you obtained the Registration) _____
 - 3) Deduct # of months there were breaks in service
(see definition of break in service - above) Less: _____
- (Note - Do not include breaks of less than twelve months duration and breaks related to maternity or parental leave, LTD, WCB and Paid/Unpaid Sickness)
- 4) Total months minus breaks in service Equals _____
 - 5) Divide #4 by 12 (to get years of service) _____

Please Note: It is recommended that you retain supporting documentation providing proof of 25 years service in nursing for auditing purposes.

Example:

1) Initial Registration Date -	May 16, 1982 to Dec 1982	=	8 months
2) Months since registration to January 2013 -	30 years (1982 to 2012) x 12	=	360 months
		=	<u>368</u> months
3) Less breaks in service <i>(Not working for 24 months and on deferred salary for 12 months)</i>			<u>36</u> months
4) Total worked months		=	332
5) Divide 332 / 12		=	27.66 years

Based on this example, employee is eligible for the premium.