

Adopted 12/99

Revised 7/04

**SUBJECT: PERSONNEL POLICY #33
PAGER DELEGATION**

In the absence of a Program Administrator, a Residential Specialist may be delegated the responsibility of carrying the pager. The Residential Specialist will be compensated at the rate of \$5 per day in addition to regular compensation for time worked. Time spent responding to pages and handling issues should be recorded on the timesheet and will be compensated at the Residential Specialist's hourly rate.

The Residential Specialist's responsibilities cover only those decisions and actions normally the concern of the Residential Specialist. Further decisions and responsibilities remain the responsibility of a Program Director.

A "day" is defined as each 24-hour period or portion of a 24-hour-period beginning when the Residential Specialist receives the pager and ending when the pager is relinquished. (Example: from 6:00pm Friday to 8:00am Monday would be compensated as two full 24-hour-periods and a portion of one 24-hour-period totaling \$15) plus time worked as recorded on the timesheet.