

# Nurse Aid, LLC/Angel Hands Home Care

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## Inclement Weather

As you know, the winter season is upon us, and inclement weather is a possibility. Your safety is the most important thing; however, we do not want employees using the weather as an excuse for staying out of work.

If it is legitimately bad road conditions, you are NOT expected to go to work; however we do expect everyone to be at work if it is possible.

*We also expect you to go to work if you are able to come to the office to pick up your paycheck.*

We are aware of the road conditions, and employees who call-out when it is not legitimate will be written up for an unexcused absence.

Making up hours missed due to inclement weather may be possible, but it **MUST** be approved through payroll **FIRST!** DO NOT make-up hours without getting prior approval from Payroll. Approval from anyone other than payroll WILL NOT be honored.