

	<p style="text-align: center;"><b>CITY OF HENDERSONVILLE</b></p>		
	Earned time: Wellness & United Way		07/09/2024

In addition to accrued hours, such as sick, vacation, comp, etc., employees may also earn time off.

**Wellness Time.** For employees who reach the goal of wellness points through the Wellsteps/AccelWell system, hours will be added to their time off options. This is called *Wellness Vacation* in Oracle. At the end of each quarter, these hours are added and can be taken at any time. They do rollover from year to year and will not be paid out upon leaving the City.

**United Way Time.** Employees may earn *United Way Leave* if they meet the criteria of the United Way campaign. Generally, an employee agrees to make a payroll deduction for United Way starting in January after the campaign. In that same January, the hours will be added to Oracle and may be taken at any time. These hours must be used by December 31 of that year and do not roll over to the next calendar year.