



STATE OF MICHIGAN  
CIVIL SERVICE COMMISSION

**STATE PERSONNEL DIRECTOR OFFICIAL COMMUNICATION**

**SPDOC No. 17-03**

TO: ALL APPOINTING AUTHORITIES, HUMAN RESOURCES OFFICERS,  
AND RECOGNIZED EMPLOYEE ORGANIZATIONS

FROM: JANINE M. WINTERS, STATE PERSONNEL DIRECTOR

A handwritten signature in black ink that reads "Janine M. Winters".

DATE: MARCH 22, 2017

SUBJECT: **PROPOSED AMENDMENTS TO RULE 5-6, ADDITIONAL  
COMPENSATION: MISCELLANEOUS**

On December 14, 2016, the commission approved pilot signing-bonus and retention-bonus programs for Registered Nurse Manager positions as part of the Coordinated Compensation Plan process. Staff proposes the following conforming rule amendments, effective October 1, 2017, to implement the programs:

**5-6.15 Registered Nurse Manager Signing Bonus Program**

- (a) **Eligibility.** An appointing authority experiencing recruitment and retention problems may agree to pay a signing bonus to a newly hired Registered Nurse Manager. An employee who is a classified employee immediately before appointment is ineligible.
- (b) **Repayment agreement.** An employee may only receive a signing bonus after agreeing in writing to repay the entire bonus, including tax withholding, if the employee resigns employment with the agency within two years after appointment.
- (c) **Rate.** The total bonus cannot exceed \$5,000. Up to \$2,500 may be paid at hire. Up to \$2,500 may be paid after completing 2,080 hours of satisfactory service.
- (d) **Expiration.** The pilot program under this rule expires on September 30, 2019.

**5-6.16 Registered Nurse Manager Retention Bonus Program**

An appointing authority experiencing recruitment and retention problems may agree to pay on September 30, 2018, a one-time retention bonus of up to \$5,000 to a Registered Nurse Manager continuously employed since September 30, 2017.

The commission will consider the proposed amendments at its meeting at 10:00 a.m., Wednesday, April 26, 2017. Written comments on the proposed amendments may be sent to Matthew Fedorchuk, Deputy Director, Civil Service Commission, P.O. Box 30002, Lansing, Michigan, 48909, by April 19, 2017.

THIS DOCUMENT IS AVAILABLE UPON REQUEST IN ALTERNATIVE FORMATS. FOR FURTHER  
INFORMATION, CALL (517) 373-3020.