



HSHS **REACH** Program

EDUCATION ASSISTANCE AT HSHS

The personal and professional growth of our colleagues is vital to HSHS reaching our goals as a ministry. That's why we've simplified education assistance under the REACH umbrella and expanded the benefit to the maximum allowed by the IRS!

The REACH Program offers three pathways for colleagues to embark on or continue their educational journeys. This guide is designed to help you learn more about REACH and determine which path aligns best with your educational needs.

Available REACH Paths

- **REACH Partnership**

For degree-seeking colleagues. HSHS makes tuition payments directly to specific universities that have established partnerships with HSHS, including the St. John's College of Nursing. All benefit-eligible colleagues receive up to \$5,250 per year.

- **REACH Prepaid**

Provides upfront payment for a variety of degree programs and certificates through the InStride platform. All benefit-eligible colleagues receive up to \$5,250 per year.

- **REACH Reimbursement**

Provides tuition reimbursement upon completion of coursework to colleagues enrolled in degree-seeking programs. Full-time colleagues receive up to \$5,250 per year. Part-time, benefit-eligible colleagues receive up to \$3,000 per year.

Program Basics

Eligibility

- Colleagues who are actively employed and budgeted at least 32 hours per pay period are eligible on their first day of employment. Full-time is considered being budgeted at least 72 hours per pay period.
- Colleagues must be in good standing and have not had a verbal or written warning within the previous six months or a final written warning within the previous 12 months.

Benefit Amount Available

- Full-time colleagues can receive up to \$5,250 (IRS maximum for tax-free benefit) under any of the three paths. Part-time colleagues can receive up to \$5,250 for partnership/St. John's College of Nursing or prepaid/InStride paths, but only \$3,000 for the reimbursement path.
- Participation in multiple REACH paths at the same time is discouraged. Colleagues are responsible for ensuring their overall education benefits for the year do not exceed the combined limits. Any benefit received over \$5,250 will be taxable or may be recouped, if necessary.
- The maximum annual benefit under this policy is based on payments made in the calendar year, which may or may not be in the same calendar year in which coursework is completed.
- If the max annual allowance is met, the colleague will be responsible for any additional tuition and fees for the remainder of the plan year.

REACH Partnership Path

The REACH Partnership Path has developed partnerships with St. John's College of Nursing and Southern Illinois University-Edwardsville to offer specialized, clinically focused education programs for colleagues. One major advantage is there are no upfront costs. HSHS will cover tuition and fees up to \$5,250 directly to the college each year.

St. John's College of Nursing

Through the HSHS REACH program, eligible full-time and part-time colleagues receive 100% tuition and fee coverage. No upfront costs. No debt. Just a clear, supported path to your BSN, making St. John's College the most attainable and desirable choice for career advancement.

What sets St. John's School apart:

- Career integrated: Advance within HSHS while earning your BSN. Your education is directly tied to real career opportunities.
- Fastest Path: Finish in just 10 months with every credit applied. No delays. No wasted effort.
- Focused on nursing: As a fully accredited nursing-only college, our faculty, resources and mission are dedicated entirely to your success.
- Future ready: Gain the skills and academic foundation for leadership, graduate education and lifelong professional growth.

RN-BSN Program

- Flexible: 100% online, designed for working nurses and their demanding schedules.
- Fully funded: Tuition and fees are covered in full for eligible HSHS colleagues. Work with an admission counselor to create a plan to utilize the REACH annual benefit max with no out-of-pocket cost.
- Focused: Every credit transfers, your success is our mission.

With the HSHS St. John's College RN-BSN, you're not just completing a degree, you're accelerating your career inside a nursing-only college that's fully invested in your success.

Southern Illinois University – Edwardsville

Offers registered nurses an accelerated BSN program. Visit program website for more information.

Examples of who would benefit from the REACH Partnership Path



Debbie is a diploma RN at St. Mary's Hospital in Decatur, Ill., and is eager to earn her BSN. She prefers not to pay upfront or incur any out-of-pocket expenses. After exploring each path offered under the REACH program, she decided the partnership program with St. John's College best aligns with her educational needs.



William is a supply chain technician at St. Nicholas Hospital in Sheboygan, Wis., and is interested in earning a bachelor's in health services administration. After reviewing the partnership path, he found it would not be the best option since it is more clinically focused. William will need to review the other REACH options to find the best fit. To discover which path William selects, we invite you to keep reading.

REACH Prepaid Path

Degree and Certification Programs

The REACH Prepaid path provides access to more than 1,000 programs at various education levels and across 20 different fields of study. The best part is that HSHS covers the cost upfront for you, up to \$5,250 each year for tuition, allowing you to concentrate on your studies without financial stress.

Featured paths include medical assistant, med lab tech, sterile processing tech, phlebotomist and pharmacy tech. Additional programs including surgical tech are coming soon! All classes are offered online through selected universities, and with flexible start dates, you can begin your studies when it's most convenient for you.

Key Benefits

- Direct tuition coverage up to \$5,250 per year
- Access to a wide range of educational programs (high school through doctorate and certification)
- Flexibility

Examples of who would benefit from the REACH Prepaid Path



Kacey is currently a patient care assistant with a GED at St. Vincent Hospital in Green Bay, Wis., and is eager to advance her career at HSHS by pursuing further

education to become a certified medical assistant. After reviewing the various REACH paths, she decided the prepaid path is the best option for her as it comes with no upfront costs and offers a medical assistant certification program.



As for William, he is still exploring the best option for his educational needs. While he sees potential in the prepaid path, he wants to

learn more about the reimbursement path before making a decision.

REACH Reimbursement Path

Traditional Tuition Reimbursement

The REACH Reimbursement path is designed for colleagues currently enrolled in school or anticipating an upcoming start or return to a local school.

- With this path colleagues are responsible for paying their tuition up front and need to submit an application prior to the start of course(s) for approval.
- Courses must be taken for credit through an accredited school or institution and must relate to the completion of a degree program not covered through the REACH Prepaid Path in a discipline that supports the operations of the system, such as health

care, business or management to allow for succession planning, talent management and growth strategies.

- The program will offer reimbursement for colleague expenses relative to books, fees and tuition less any grants/scholarships.

Items not eligible for reimbursement include:

- Meals, lodging or transportation.
- Tools or Supplies (other than textbooks) you can keep after completing the course of instruction.
- Courses involving sports, games or hobbies unless they have a reasonable relationship to the business of your employer or are required as part of a degree program.

Examples of who would benefit from the REACH Reimbursement Path



Tony is currently a registrar at St. Joseph's Hospital in Breese, Ill., pursuing a degree in computer science at a local university. He is comfortable paying the fees

upfront and getting reimbursed by HSHS since he wishes to continue his studies at his university. Tony plans to submit his application before his next semester starts to take advantage of the reimbursement path.



Now that William has reviewed all the available REACH paths, he appreciates the option to attend a local university through the reimbursement path. However,

he ultimately prefers having HSHS cover the upfront costs. As a result, William decides to enroll in the health service administration program through the prepaid path.

To learn more,
visit MyHR in
Workday Help at
[www.myworkday.com/
hshs/wdhelp/helpcenter](http://www.myworkday.com/hshs/wdhelp/helpcenter).



REACH Path Comparison Chart

Criteria	Partnership Path	Prepaid Path	Reimbursement Path
Payment	Tuition paid directly to schools	<ul style="list-style-type: none"> • HSHS pays upfront on your behalf • Paid directly to schools 	<ul style="list-style-type: none"> • Reimbursement based on payment date and is processed once grade(s) is submitted upon completion of course • Reimbursement will occur through the payroll processing system • Paid by calendar year
Tuition Coverage	<ul style="list-style-type: none"> • \$5,250 in tuition coverage for full-time and part-time colleague (32-80 hrs/.4 or greater FTE) 		<ul style="list-style-type: none"> • \$5,250 in tuition coverage for full-time colleague (72-80 hrs/.9 or greater FTE) • \$3,000 in tuition coverage for part-time colleague (32-71 hrs/.4 - .89 FTE)
Eligibility	<ul style="list-style-type: none"> • Welcomes both part-time and full-time colleagues within HSHS starting their first day of employment. • Colleagues who are actively employed and budgeted at least 32 hours per pay period. • Colleagues must be in good standing and have not had a verbal or written warning within the previous six months or final written warning within the previous 12 months. 		
Programs/Courses Available	<ul style="list-style-type: none"> • St. John's College of Nursing (SJC) – All programs offered are eligible. • Southern Illinois University - Edwardsville (SIUE) – RN-BSN 	Learning options are available at any level (including certifications).	Learning options are available for degrees at a college of your choosing.
Modes of Learning	In person and online	Online	In person and online
Grades	Grades are provided by school once course(s) are completed.	Colleague not required to submit grades as courses are paid upfront.	Colleague is required to submit grade(s) upon completion of the course(s). If received after the processing of the final pay period in the year, payment will be made in the following year and count towards the new year's tuition max.
Timeline to starting your degree	After being accepted into the partnership program at either SJC or SIUE, an HSHS acknowledgement form must be submitted prior to start of first course and at the beginning of each new calendar year.	Upon approval from your admissions representative and your leader.	Applications must be submitted and approved prior to the start of your course(s). This applies to each semester/course if you have not reached the yearly tuition maximum.
How to get started	Partners with: St. John's School of Nursing hshs.org/StJohnsCollege Southern Illinois University – Edwardsville siue.edu/corporate/hshs/index.shtml Acknowledgement form	Partners with InStride: REACH Prepaid Path	Partners with Tuition IO: REACH Reimbursement Path

