



**Hospital Sisters**  
HEALTH SYSTEM



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## HSHS Rewards & Recognition Program

At HSHS, recognition is an important part of our culture. We appreciate our dedicated colleagues and are proud to recognize each of you for your work and commitment to our mission and organization.

Use this guide to learn more about HSHS Rewards & Recognition Program elements and the HSHS Appreciation Hub.

## HSHS Appreciation Hub

## Recognition at your fingertips.

The HSHS Appreciation Hub is your easy-to-use, online portal with resources to celebrate one another throughout the year.

You have the ability to earn points for recognition and/or giving recognition along with access to pre-built e-cards, videos outlining why a “culture of recognition” is important and presentation tips on how to make a memorable reward presentation.

Below are the recognition programs where you will be able to earn points for recognition to redeem rewards:

- **Cheers for Peers.** Recognize and be recognized by colleagues for demonstrating HSHS core values. Monthly raffle winners will earn points. Follow these steps:

1. Scan the QR Code or go to [hshsappreciationhub.isrewards.com](https://hshsappreciationhub.isrewards.com) and log in.
2. On the homepage, click the Programs tab, then Recognition.
3. Create your recognition:
  - a. Search by name.
  - b. Select badge. →
  - c. CC email address.
  - d. Comments.
  - e. Recognition wall option.
4. Once the form is completed, click Submit.



When complete, an email and personalized recognition certificate will be sent to the recipient. If you choose the Share option, the recognition will also appear on the Recognition Wall where other colleagues can read, comment or like the post.

- **Kudos to Colleagues.** Leaders can award recognition points for a job well done.
- **Excellence in Action.** As senior leaders observe colleagues going above and beyond, they may recognize them with an Excellence in Action spot card with recognition points.
- **Other recognition enhancements.**
  - **Recognition wall.** Don't forget to check the box to post the recognition you share to the new recognition wall.
  - **Additional touch points.** Whether it's your birthday or work anniversary, let's celebrate.



## New Hire Gifts

## Welcoming new colleagues to the HSHS family.



HSHS understands a culture of recognition starts the very first day a new colleague joins our organization. As an additional way to welcome you as a new colleague, you will receive a HSHS-branded gift shipped directly to your home address.

Be on the lookout for additional communications throughout your first year to recognize milestones and share stories.





## Service Awards Celebrating service milestones.

Recognition for years of service with HSHS will continue to be an important component of the HSHS Rewards & Recognition Program. You will receive your first service award at five years of service and subsequent awards every five years thereafter.

Below are ways you will receive service awards in the program.

- Timely recognition for a milestone anniversary award within the month of the milestone anniversary date.
- Monthly recognition of service award honorees featured within The Dose.
- A custom presentation packet to celebrate a milestone anniversary shipped directly to your home which includes:

### 5 to 20 years

- HSHS anniversary lapel pin
- HSHS service award certificate
- Instructions to access gift catalog and online portal

### 25 years or more

- HSHS acrylic statue
- HSHS anniversary lapel pin
- HSHS congratulations card
- Instructions to access gift catalog and online portal

Once you access the online portal to select a milestone gift, you can choose from hundreds of brand-name gift options as a reward for your years of service.



## Retirement Awards Honoring colleagues for their years of service.

If you are an eligible colleague retiring from HSHS, you will receive a retirement award presentation packet shipped directly to your home which includes:

- HSHS retirement acrylic statue
- HSHS retirement congratulations card
- Instructions to access retirement gift catalog and online portal



Once you access the online portal to select a retirement gift, you will choose from hundreds of brand-name gift options as a reward for your years of service.

To be eligible for the retirement award, a colleague must be (a) at least 55 years of age and have worked for an HSHS affiliate for a minimum of 10 consecutive years, or (b) at least 60 years of age and have worked a minimum of five consecutive years for an HSHS affiliate.



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For more information,  
scan the code below or visit:  
<https://hshsappreciationhub.isrewards.com>

