

AMC FOUNDATION

Our mission is to work within our community to expand voluntary giving and support to the Adirondack Medical Center, to enable and ensure AMC delivers excellent health care and enhances the wellness of our community.

POLICY AND PROCEDURE			
TITLE: <i>HEALTH CARE SCHOLARSHIPS</i>	REVIEW CYCLE: Three Years	REVIEWED: 02/05/11	REVISED: 1/15/11
PREPARED BY: <i>Cheryl Breen Randall</i> REVISED BY: <i>Hannah Hanford</i>	APPROVED BY: <i>Board of Trustees, AMC Foundation</i>		DATE ADOPTED: 02/21/2008

STATEMENT OF PURPOSE: The Adirondack Medical Center Foundation is committed to improving the health and quality of life of those served by Adirondack Medical Center (“AMC”). One way to do this is by providing scholarship funding that will allow existing AMC staff, children of AMC staff or retirees, or community members the opportunity to pursue a Nursing or Allied Health Care degree. By providing scholarships the AMC Foundation will:

- Provide relief for a growing labor shortage that affects AMC’s ability to find qualified health care providers.
- Contribute to the development of the local economy by funding training for professional level positions at the Medical Center.
- Assist in keeping talented individuals in the region by providing an incentive for them to seek education locally and work for AMC.

POLICY: The Foundation will implement a program that awards scholarships for the payment of tuition for certain Nursing and Allied Health Care educational and training programs. This program will promote AMC’s charitable mission, which is the promotion of health care, by helping to provide an educated and trained health care workforce in the area at a time when there is a growing shortage of health care workers. Scholarships will be offered to the following groups, depending on the educational program:

- current employees of AMC
- immediate family of current employees and/or retirees
- the community at large

By offering a variety of programs for these constituencies, we appeal to the broadest spectrum of our target audience and maximize the limited resources available for incentives.

The scholarships program can be divided into three components. They are:

1. **Nursing Tuition Support Program (Employees)** - for an AMC employee, or the child of an AMC employee or retiree attending North Country Community College for a two-year R.N. degree or an R.N. pursuing a four-year B.S.N. degree.

To be eligible for scholarship consideration, the candidate must:

- be enrolled in, or accepted into, North Country Community College’s accredited nursing program, or if pursuing a four-year degree, an accredited B.S.N program.

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- complete an application and essay to be submitted to the AMC Foundation no later than April 30th.
- provide two letters of recommendation with one being from an immediate AMC supervisor (or school faculty member for a high-school student applicant); and
- agree in writing to work for AMC for one year in a position that requires an R.N. degree, if such position is available.

To be eligible for second year scholarship award, the candidate must:

- submit a reapplication no later than May 15th;
- provide a letter of recommendation from a program supervisor;
- provide a copy of first year transcript indicating a GPA of 3.0 or higher.

Within 60 days of graduation, the scholarship recipient must begin working at Adirondack Medical Center for a period of at least one year, assuming job availability.

2. **Nursing Tuition Support Program (Community at Large)** – to a graduating high school senior or a resident of AMC’s primary service area attending North Country Community College or Clinton Community College for a two-year R.N. degree or SUNY Plattsburgh for a four-year B.S.N. degree.

Student applicants must be a graduate of Saranac Lake High School, Lake Placid High School, Tupper Lake High School, Keene Central School, AuSable Valley High School, Long Lake High School or St. Regis High School.

To be eligible for scholarship consideration, the candidate must:

- be enrolled in, or accepted into one of the three accredited nursing programs mentioned above;
- complete an application and essay to be submitted to the AMC Foundation no later than April 30th;
- provide two letters of recommendation with one or more being from a high school faculty member (or current employer for the non-traditional student); and
- agree in writing to work for AMC for at least one year in a position that requires an R.N. degree, if such position is available.

To be eligible for second year scholarship award, the candidate must:

- submit a reapplication no later than May 15th;
- provide a letter of recommendation from a program supervisor;
- provide a copy of first year transcript indicating a GPA of 3.0 or higher.

Within 60 days of graduation, the scholarship recipient must begin working for Adirondack Medical Center for a period of at least one year, assuming job availability.

3. **Allied Health Care Tuition Support Program** - to a graduating high-school senior, an employee of AMC, or resident of AMC’s primary service area attending either North Country Community College, Clinton Community College or Canton ATC or other approved and accredited program for a two-year degree such as a medical imaging tech, medical laboratory tech., P.T. assistant or dental hygienist.

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Student applicants must be a graduate of Saranac Lake High School, Lake Placid High School, Tupper Lake High School, Keene Central School, AuSable Valley High School, Long Lake or St. Regis High School.

To be eligible for scholarship consideration, the candidate must:

- be enrolled in, or accepted into North Country Community College, Clinton Community College, Canton ATC or other approved, accredited medical imaging tech program, medical laboratory tech program, P.T. assistant program or dental hygienist program or other approved program;
- complete an application and essay to be submitted to the AMC Foundation no later than April 30th;
- provide two letters of recommendation with one or more being from a high school faculty member (or current employer for the non-traditional student).

To be eligible for second year scholarship award, the candidate must:

- submit a reapplication no later than May 15th;
- provide a letter of recommendation from program supervisor;
- provide a copy of first year transcript indicating a GPA of 3.0 or higher,
- agree in writing to work for AMC for one year as a medical imaging tech, medical laboratory tech, P.T. assistant, or dental hygienist, if such position is available.

Upon 60 days of graduation, the scholarship recipient must agree to work for Adirondack Medical Center for a period of at least one year, assuming job availability.

Criteria for Scholarship Awards

The Scholarship Committee, at its discretion, will determine scholarship awards by assessing a candidate's grades and test scores, essay, recommendations and financial need.

Payout of Scholarship Funds

Checks will be made payable directly to the accredited institution attended by the scholarship recipient.

Repayment Requirements – should the employment requirements outlined above not be met, or the recipient does not complete the program, or fails to maintain a GPA of 3.0 or higher, the scholarship recipient promises to pay to the order of Adirondack Medical Center Foundation the total amount paid, with interest compounded at the current prime rate, in regular monthly payments within a period not to exceed 24 months.

1. Adirondack Medical Center Foundation reserves the right to waive the interest payment if extenuating circumstances exist.
2. The scholarship recipient reserves the right to prepay this note wholly or in part at any time without penalty.
3. In the event the scholarship recipient returns to employment at Adirondack Medical Center within twelve months of graduation and fulfills the remainder of the work time required under the terms of the scholarship agreement, then the remaining principal and interest due

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and payable will be forgiven.

Default and Acceleration

1. Should the scholarship recipient default on the payment of the principal and interest, the entire unpaid balance shall become immediately due and payable with attorney fees and costs of collection.
2. In lieu of accelerating this note, Adirondack Medical Center Foundation may at its option impose a fine of ten percent (10%) of the amount of any delinquent installment hereunder.

The Scholarship Committee shall consist of the Foundation Executive Director, three Foundation Trustees, and the Staffing and Recruiting Coordinator from Human Resources.

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