

Cornerstone Behavioral Healthcare

PM.12 Probation

All new employees are on probation for the first six (6) months of employment. This is a period of adaptation and learning. If an employee is to be terminated during his/her probationary period, the employee shall be notified in writing by his/her immediate supervisor and Executive Director and/or Chief Executive Officer.

At the discretion of the supervisor, the probationary period may be extended. Such an extension shall be for one time only and shall not exceed three (3) months duration.

Donny M. Ruble *12-18-20*

Executive Director Date