



## EMPLOYEE BLOOD AND PLATELET DONATION FORM

**PLEASE PRINT** – Form must be completed/submitted on the day of donation.

NAME: \_\_\_\_\_

TYPE      \_\_\_\_\_ Whole Blood                                      \_\_\_\_\_ Platelets

ID: \_\_\_\_\_

SUPERVISOR: \_\_\_\_\_

DONATION DATE: \_\_\_\_\_

DONATION TIME: \_\_\_\_\_

I certify that I am donating off the clock.

\_\_\_\_\_  
Signature

### Information about Employee Blood and Platelet Program

PTO is granted the month following your donation. Employees will receive 2 hours for whole blood donation and 4 hours for platelets donation. The employee must be the donor. Hourly, 7/7, and part-time employees can request PTO in increments; salaried employees must use it in full-day increments. PRNs are not eligible. PTO cannot be cashed out. The maximum PTO that can be awarded due to donations is 16 hours per year (July 2021–June 2022).

Donating on the clock requires your supervisor's approval. On-the-clock donations are not eligible for PTO.

*Refer a Friend* and receive a \$10 Café Rio gift card. To *Refer a Blood Drive* (suggest a blood drive host) call Deb Jordan at the donor center: **801-584-5272**. We are looking for church groups, businesses, and local organizations to host blood drives.