

	Montana Mental Health Nursing Care Center Policy Manual	Policy Number	420
		Original Date	08/23/1989
	Department: Personnel	Revised Date	01/09/2014
	Rest Break Area		

POLICY:

Employees have designated break areas.

PROCEDURE:

1. The following areas are designated for employee INDOOR rest breaks.
 - A. Employee Dining Room
 - B. Employee Lounge on D-Wing
 - C. Maintenance Basement Alcove
2. The following areas are designated for employee OUTDOOR rest breaks:
Reference map – Attachment #1
 - D. Area by resident Dining Room and B-Wing.
 - E. G Wing Courtyard
 - F. Gazebo between A and G Wings
3. The parking lot is not a designated break area.