

**HACKETTSTOWN MEDICAL CENTER
PHYSICAL/OCCUPATIONAL THERAPY PROCEDURE MANUAL
HOLIDAYS**

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POLICY

Six holidays per year shall be observed by the Physical/Occupational Therapy Departments; New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.

1. Should a holiday fall on Saturday, it will be observed on the preceding Friday.
2. Should a holiday fall on Sunday, it will be observed on the following Monday.

The departments will be closed for outpatient services on these dates. Physical and Occupational Therapy will provide inpatient service as needed, using criteria outlined in the "Weekend Coverage Policy" (#5200 1.012/5300 1.011).