

**To:** All staff and physicians  
**From:** Maura McKinnon, Chief Human Resource Officer  
**Date:** Nov. 26, 2020  
**Re:** **Urgent Staffing Request for Saint John and Fredericton Areas**

With the current situation in the Saint John area, Horizon's Saint John Regional Hospital and the Saint John Assessment Centres are in urgent need of staff – RN, LPN, PCA, RT, MLA, and administrative.

There is also an urgent need for staff for the Fredericton Assessment Centres – LPN, RN, RT, and administrative.

We are requesting if any Horizon staff are interested in committing to a 15-day period to work in Saint John or in Fredericton, to please provide your manager with your name and contact details so that you can be easily reached to discuss further details.

**Managers**, please e-mail this information (employee name, employee contact info and which area the employee is volunteering to work – Saint John or Fredericton) to [HorizonRedeploymentCenter@HorizonNB.ca](mailto:HorizonRedeploymentCenter@HorizonNB.ca).

We recognize that releasing employees for this period of time may be challenging, but given the urgency of this issue, we would appreciate your support. We will work with managers to find alternatives for their departments.

For those employees from outside the Saint John area or outside the Fredericton area who volunteer, lodging and expenses will be covered. Please note that all volunteers will be provided with any required training.

We appreciate your serious consideration of this request.