

Our Journey Forward

Your Path to Prime Healthcare

February 16, 2026 | Issue 1

A new beginning!

We are honored to officially welcome you to the Prime Healthcare Foundation family beginning Monday, February 16, 2026. Building on our legacy of transforming healthcare and preserving access to life-saving services, we look forward to continuing to set the standard for excellence in patient care and service innovation – **together**.

Welcome to “**Our Journey Forward**,” a communication designed to provide you with important information needed to make the transition to Prime Healthcare Foundation smooth and informed.

Upcoming Events

We are excited to begin this next chapter and want to extend an invitation to join us at one of three **welcome town halls** to be held on **Tuesday, February 17, 2026** at **6:30 A.M.**, **12:00 P.M.**, and **6:00 P.M.** at Central Maine Medical Center in Conference Room ABC. Your in-person participation is most welcome, and there will be an MS Teams link for those that cannot join in person.

Benefit information sessions will take place **Wednesday, February 18** at **6:30 A.M.**, **12:00 P.M.**, and **3:30 P.M.**, also in CMMC’s Conference Room ABC.

A **physician town hall** is scheduled for **Wednesday, February 18** at **6:00 P.M.** at the Cancer Care Center.

Both local Human Resources and Regional/Corporate Human Resources teams will be onsite the week of **February 16, 2026**, to assist you with questions for the transition, as well as to provide access to Frequently Asked Questions (FAQs). You can also continue to work with your local HR team and/or send questions to Tricia Carr, Director of HR, at Tricia.Carr@cmhc.org.

We look forward to connecting with you in the days ahead.

Our Commitment to Care

We are dedicated to providing high-quality, compassionate care while expanding resources and services to better serve the community. Prime has committed **\$150 million** to invest in facility upgrades, capital improvements, substantial technology investments, and system upgrades. These investments will enhance the patient experience while maintaining beloved community programs, including charity care programs that ensure access to care for the most vulnerable. Since 2010, Prime has provided over **\$16 billion** in programs, activities, and care to treat and promote health and healing in communities across the United States.

Hospital Websites and SharePoint/Intranet

We are excited to share a brief update regarding our digital platforms. The current hospital and medical group websites will be transitioning to Prime Healthcare branding and refreshed with newly designed, dedicated sites for each hospital. We look forward to sharing these updated platforms with you soon.

In addition, SharePoint will continue to serve as the intranet platform, offering hospital news, upcoming events, and employee recognition, along with convenient access to important resources such as HR forms, benefits information, and company policies and procedures.



**Prime Healthcare
Foundation**

Timekeeping System

Starting March 1, 2026, employees will be required to clock in and out using the JBDev timekeeping system. All staff will be receiving a new identification badge to record their hours of work. The badges will be distributed by the department Director/Manager/Supervisor.

Any staff that will be working Saturday, February 28, into Sunday, March 1, must clock out at the end of their shift using the Kronos timekeeping system. Any exempt/salaried employees will only be required to clock in at the start of their shift. Additional communication and education materials will be provided prior to March 1, 2026.

First Payroll Check

Prime Maine's biweekly payroll schedule will be implemented starting March 1, 2026 for the pay period ending March 14, 2026, with the pay date being March 20, 2026. The pay date will be every other Friday. A copy of the payroll schedule will be provided prior to going live March 1, 2026.

Prime Benefits

Prime Healthcare Foundation prides itself in rewarding its employees with a comprehensive, competitive benefits package designed to provide employees with the flexibility to tailor benefits according to their needs. Our wealth of resources and programs include Medical, Dental, Vision, Paid Time Off, and Tuition Reimbursement services.

Your new Prime Healthcare benefits will become effective **April 1, 2026**. Your current benefits will continue until then. To ensure uninterrupted coverage, Open Enrollment will take place from **February 18, 2026 through March 6, 2026**.

To learn more about the health plan benefits (Medical, Dental, Vision, Life, 401k and Voluntary plans) that Prime offers, please visit <https://centralmaine.prime-healthplan.com> (Password: CentralMaine).

Please also review the [Open Enrollment FAQs](#), which provide important guidance on your benefits options and the enrollment process. We encourage you to take time to review this information carefully and ask questions as needed.

For any questions regarding benefits, please contact your local HR Department.

Media Relations or Communications Questions

We believe in the importance of relationship-building in our communities and welcome any media inquiries about our organization, services, and events. If you are contacted by a member of the media during this transition or during your time with Prime Healthcare Foundation, please contact a member of our Corporate Communications team: communications@primehealthcare.com.

One of America's Greatest Workplaces

We believe healthcare is a partnership and value the work each of us contributes to our shared mission of care.

We are honored to be [recognized as one of America's Greatest Workplaces by Newsweek](#) and excited to offer new educational and career advancement opportunities.



We offer an award-winning online learning platform PrimE-Academy, formal training programs and other opportunities that foster professional growth and wellbeing. Our Education Department is filled with subject matter experts in all areas to mentor, support, and empower our teams across the country to achieve their career goals while building confidence in their ability to provide quality care to our patients.

Our academic partnerships and affiliations, CME allowances, and all of our education technology platforms are intended to provide our team members with the best in clinical and non-clinical resources for every style of learner.

You can also find additional information online on [Prime's "Welcome Maine" webpage](#).



WELCOME to the
Prime Family, Maine!

Or scan the
QR code >

