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| **UNITY HEALTH TORONTO TERMINATION CHART** |
| **Employee Name** |  |
| **Reason for Termination***(Resignation, End of Contract, Death)* | **Select an Option Below by placing an “X” in the corresponding column**

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| **Reason For Termination** |
|  | **Resigned** |
|  | **End of Temp Assignment** |
|  | **Failed to Start** |
|  | **Retired** |
|  | **Deceased**  |
| **Involuntary Reason for Termination**  |
|  | **Within Probationary Period**  |
|  | **Early End of Temp Assignment**  |
|  | **Casual – Not Available**  |
|  | **Without Cause**  |
|  | **For Cause**  |

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| **Is the employee transferring to a new position within Unity Health Toronto?***(Yes or No)* |  |
| **Would you re-hire?***(If no, please identify rationale)* |  |
| **Last Day Worked**(physically/remotely working) |  |
| **Last Day Paid***(last date of a paid time entry code)* |  |
| **Termination Date***(as per resignation letter)* |  |
| **Special Comments** |  |