

## **2013 Contract Final Summary**

1. The Regents of the University of Michigan, hereinafter called the “University or “Employer”, and the Michigan Nurses Association and its University of Michigan Professional Nurse Council, hereinafter called the “Association”, enter into the following agreement this 25th day of March, 2013, and agree as follows:

### **ARTICLE 1 RECOGNITION AND DEFINITIONS**

- 9a. The term “Per Diem employee” shall mean an individual who works on a non-regularly scheduled basis to provide direct patient care within a designated unit/area. Per Diem employees are not guaranteed hours and will not be scheduled if there are not hours available. Per Diem employees are those employees that have satisfied the 400 hours worked in a calendar year in a Temporary status in a unit-based position.<sup>1</sup> Their work is 1) irregular, sporadic, or casual, or 2) for a limited duration and established for a specific project, to provide relief for regular employee absences, or for augmenting regular employees occasioned by resignations, dismissals, short term staffing requirements, or other conditions that may create short term staffing needs. Per Diem employees will not be used to replace regular employees on a permanent or regular basis.<sup>2</sup>
10. “Temporary status” is employment which is (1) irregular, sporadic, or casual, or (2) limited in duration and established for (a) a specific project, (b) relief for regular employee absences, or (c) augmenting regular employees occasioned by resignations, dismissals, short term staffing requirements, or other conditions that may create a short term staffing need.<sup>3</sup>
- 10A. “Unit-based Temporary” shall mean those employees in “Temporary Status” as described in Paragraph 10 and whose clinical work and position is unit-based as defined in Paragraph 14.

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<sup>1</sup> See Article 20-A: Per Diem, Paragraph 185R-4

<sup>2</sup> See Intent Note for Paragraph 9A

<sup>3</sup> See Intent Note for Paragraph 10

**ARTICLE 7**  
**ASSOCIATION DUES AND REPRESENTATION SERVICE FEES**

56. The Association shall indemnify and save the University harmless from any and all claims, demands, suits, or any other action arising from this Article or from complying with any request for termination under this Article. The Union specifically agrees to indemnify and hold the University harmless for any liability arising under MCL 423.210(3), as amended effective 91 days after adjournment of the 2012 regular session sine die, including but not limited to damages, court costs and reasonable attorney fees awarded to a plaintiff under MCL 423.210(10). To the extent possible while preserving the attorney-client privilege and the attorney work product doctrine, counsel for the University will consult with counsel for the Union about defense of such claims, and will fully consider all input provided by the Union's counsel when formulating the University's legal strategy.

**ARTICLE 8**  
**CHECK OFF OF ASSOCIATION DUES**  
**OR**  
**REPRESENTATION - SERVICE FEE**

61. Deleted 3/25/2013
63. The University shall not be liable to the Association by reason of the requirements of this Article for the remittance or payment of any sum other than that constituting actual deductions made from the pay earned by the employee. In addition, the Association shall indemnify and save the University harmless from any liability resulting from any and all claims, demands, suits or any other action arising from compliance with this Article, or in reliance on any notice, certification or authorization furnished under this Article. The Union specifically agrees to indemnify and hold the University harmless for any liability arising under MCL 423.210(3), as amended effective 91 days after adjournment of the 2012 regular session sine die, including but not limited to damages, court costs and reasonable attorney fees awarded to a plaintiff under MCL 423.210(10). To the extent possible while preserving the attorney-client privilege and the attorney work product doctrine, counsel for the University will consult with counsel for the Union about defense of such claims, and will fully consider all input provided by the Union's counsel when formulating the University's legal strategy.

**ARTICLE 13  
STAFFING AND SCHEDULING**

91. Sequence for development of unit schedule<sup>4</sup>:
- 1) Unit employees scheduled to meet appointment fraction.
  - 2) Dual unit employees.
  - 3) Unit employees requesting to be scheduled over appointment to provide coverage for an absence due to extended sick time or FMLA<sup>5</sup>.
  - 4) Honor standing requests from part-time employees requesting to be scheduled over appointment<sup>6</sup>.
  - 5) Regular float employee, as available, to consistently replace an employee on anticipated absence.
  - 6) Regular available float employee.
  - 7) Unit part-time employees requesting to be scheduled for additional non-overtime hours for the current schedule<sup>7</sup>.
  - 8) Per Diem employees.
  - 9) Unit-based temporary employees
  - 10) Employees who are offered and accept an extra holiday off during schedule development will be scheduled for their full appointment fraction during the holiday week.
  - 11) Employees requesting to be scheduled their full appointment during a holiday week when they have the holiday off.
  - 12) Part-time employees requesting to be scheduled over appointment during a holiday week when they have the holiday off.

**ARTICLE 15  
OVERTIME**

148. Beginning May 12, 2013, in calculating hours to determine when the overtime premium is payable the following will be used:
- 1) Time when actual work is required and is performed<sup>8</sup>.
  - 2) Time off for which pay is received pursuant to Article 30- Extended Sick Time, Article 35- Funeral Leave Pay/Bereavement, and Article 36 – Jury and Witness Service will be counted. Time paid pursuant to

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<sup>4</sup> See Intent Notes for Paragraphs 91, 185, 185B; see Addendum A, Per Diem/Unit-Based Temporary Guidelines

<sup>5</sup> See paragraph 185P

<sup>6</sup> See Paragraphs 163E.3, and 163H.1

<sup>7</sup> See Paragraphs 163E.3, 163I.3, 163M.3, 163Q.5, 163U.1

<sup>8</sup> See Intent Note for Paragraph 148.1

Article 29- Paid Time Off will only count towards the calculation of overtime if the employer contacts and requests the employee to work, with manager approval, on the day that they have scheduled PTO and for the actual hours worked. In addition, PTO taken as a result of ATO will count towards the calculation of overtime.

149. No change to current language
154. Sequence for filling open shifts after the schedule is posted<sup>38</sup>
- 1) Employees needing hours to meet their appointment fraction
  - 2) Regular float employees
  - 3) Per Diem employees
  - 4) Unit-based temporary employees
  - 5) Regular employees requesting overtime or over appointment hours

**ARTICLE 15 - A  
ASSIGNED TIME OFF**

- 164A. In the event there is more staff scheduled for a shift than are required to meet the workload, it may be necessary to reduce the number of employees scheduled for that shift. When all overtime and over appointment hours have been canceled in accordance with Paragraph 157, then the following procedure shall be used to make an adjustment<sup>9</sup>.
- 1) Supervisory employees will be released from direct patient care.
  - 2) CSR/ACNRP temporary employees will be released back to CSR/ACNRP for reassignment.
  - 3) Unit-based temporary employees will be released.
  - 4) Employees who have responsibilities that are non-direct will be released from direct patient care if they have work to accomplish.
  - 5) CSR/ACNRP regular employees will be released back to CSR/ACNRP for reassignment<sup>10</sup>.
  - 6) Per Diem employees will be released<sup>11</sup>.
  - 7) Volunteer floats from other units will be released.
  - 8) Staff who are designated to float pursuant to MOU: Variable Staffing will be released to their designated float unit in the event that their home unit is overstaffed, unless staff on the designated float unit would be negatively impacted.

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<sup>9</sup> See MOU 768 - 770

<sup>10</sup> See Paragraph 185I

<sup>11</sup> except as noted in Paragraph 164.B.3

- 9) Staff who have committed to being a voluntary float (float list) will be released to float in the event that their home unit is overstaffed, unless staff on the designated float unit would be negatively impacted. Float commitment is required for the voluntary floats for a minimum of one, 4-week scheduling period. When more than 1 person on a unit has committed to float the person who floats will be:
1. Employees who need to meet their appointment fraction;
  2. Volunteers;
  3. Fewest number of float occurrences logged per one, 4-week scheduling period.
  4. If all else is equal then seniority, highest to lowest, will be the factor used to determine who will float.

164B. Voluntary time off shall be recorded by occurrence and distributed equitably among all unit employees as referred to in Paragraph 158. The following sequence will be followed in seniority order, highest to lowest:

- 1) Employees willing to float to other units.
- 2) Employees willing to go or stay home while being on-call, if needed.
- 3) Employees willing to go or stay home and use PTO time. A Per Diem staff member who is working may be retained and the employee will be granted scheduled PTO.
- 4) Employees willing to go or stay home and use PTO time. A unit-based temporary staff member who is working may be retained and the employee will be granted scheduled PTO
- 5) Employees willing to go or stay home without pay.

164D. If a sufficient number of volunteers is not found, employees may be assigned off in seniority order, lowest to highest, including employees who have responsibilities that are non-direct who are providing direct patient care. Time assigned off will be recorded by occurrence and distributed equitably among all unit employees<sup>12</sup>. In this connection, the University will endeavor to limit the designation so that no employee will be sent home for more than sixteen (16) hours in a two (2) calendar week period<sup>13</sup>.

- 1) This assigned time off procedure does not apply to Holidays<sup>14</sup>.
- 2) Employees that had previously volunteered to float, excluding designated float staff (those staff who float pursuant to MOU: Variable Staffing), will be exempted from the next occurrence of mandatory assigned time off as recorded and applied via the unit's WRC guidelines.<sup>15</sup>

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<sup>12</sup> See Paragraph 158

<sup>13</sup> See Intent Note for Paragraph 164D

<sup>14</sup> See Paragraph 368

<sup>15</sup> See Paragraph 180D

- 164L. Once any unit experiences 320 hours of ATO in a 4 week scheduling period a meeting will be convened in 14 calendar days. The meeting will be with the unit's Director, Manager/Supervisor, and the Association and WRC chair to review the situation and discuss potential options and solution to prevent the ATO threshold to be exceeded.
- 180D. Credit for float occurrences will be recorded as overtime/over appointment or assigned time off in the unit recording system as established according to Paragraph 158, at the employee's direction or the employee may choose instead to have the float occurrence be exempted from the next occurrence of mandatory assigned time off.

**ARTICLE 20-A  
PER DIEM EMPLOYEE**

- 185R. 4) Unit-based temporary employees who work 400 hours in a calendar year become Per Diem employees and have an obligation to pay dues or service fees as described in Article 7 (Association Dues and Representation—Service Fees) and Article 8 (Check Off of Association Dues or Representation—Service Fees).<sup>16</sup> Once the unit-based temporary employee meets the 400 hour threshold, they are a bargaining unit member for the duration of employment as Per Diem. Temporary APRN employees, MVC temporary employees and CSR temporary employees are not eligible for Per Diem status.<sup>17</sup>

**ARTICLE 26  
REDUCTION OF THE WORKING FORCE & RECALL PROCEDURES**

252. In the event that a temporary or Per Diem employee is employed in a unit, a non-probationary employee, who is to be removed from any unit, shall have the option of replacing the temporary employee before replacing the Per Diem employee, contingent upon ability to perform the work available. An employee exercising this option does not become a temporary or a Per Diem employee
258. Contingent upon available work, an employee who is about to be laid off may be placed by the University in the CSR or ACNRP, as a regular employee at the employee's request. Employees must meet the qualifications and be willing to float to exercise this option. Employees placed in this manner will have recall rights consistent with paragraphs 264 and 264A-E. If there are more employees than can

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<sup>16</sup> MNA will administer the membership dues collection and check-off of Association Dues or Representation – Service Fees

<sup>17</sup> See Paragraphs 91 and 367A and Intent Note for Paragraph 185R-4

be placed in the CSR or ACNRP in this manner, they shall be placed in seniority order, highest to lowest. In this event, that employee will have priority over any temporary employee or Per Diem employee or over any unit based regular employee requesting work above appointment hours on another unit through CSR/ACNRP for available hours on a unit, which they are qualified to work. An employee choosing this option will need to do so during their notification period<sup>18</sup>.

**ARTICLE 29  
PAID TIME OFF**

328. Except as provided in Paragraph 330 of this Article:
- 1) Full-time employees in the Professional Development Framework Level A-E will accrue PTO time as follows:

Seniority	Rate of accrual each month
0-1.9 years <sup>19</sup>	13.334 hours
2- 4.9 years	15.334 hours
5 – 9.9	19.334 hours
Over ten years	23.334 hours

- 2) Those employees in the Professional Development Framework, levels D and E as of September 19, 2008 and those who submitted a portfolio to the Central Committee within 90 days of the 2008 contract ratification and received a promotion to Level D or E, will accrue PTO time of 23.33 hours a month for full time, prorated for part time of eight hours or more.
- 3) Full Time employees in pay grades N3 to N6 will accrue PTO time as follows:

Seniority	Rate of accrual each month
0 – 1.9 years <sup>20</sup>	17.334 hours
2 - 4.9 years	19.334 hours
5 years and above	23.334 hours

- 4) Those employees in the pay grades of N3 to N6 as of November 6, 2011, will accrue PTO time of 23.33 hours a month for full-time, pro-rated for part-time of eight hours or more<sup>21</sup>.

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<sup>18</sup> See Intent Note for Paragraph 258

<sup>19</sup> Any employee hired on or after July 1, 2013

<sup>20</sup> Any employee hired on or after July 1, 2013

<sup>21</sup> See Intent Note for Paragraph 328

**ARTICLE 32  
HOLIDAYS**

- 351D. CSR/ACNRP regular employees will be scheduled to work their full appointment fraction during holiday weeks in which they are scheduled not to work on the holiday. These employees will be eligible for the holiday week incentives in Paragraph 355 for those holiday weeks scheduled in this fashion.
- 363B. All CSR/ACNRP regular will be scheduled to work one (1) of the four (4) holidays noted in Paragraph 362 and either Christmas or New Year's noted in Paragraph 363 every year and in accordance to the unit's holiday scheduling guidelines.
- 367A. Sequence for development of unit schedule<sup>22</sup>:
- 1) Unit employees scheduled to meet appointment fraction.
  - 2) Dual unit employees.
  - 3) Unit employees requesting to be scheduled over appointment to provide coverage for an absence due to short-term disability or FMLA<sup>23</sup>.
  - 4) Honor standing requests from part-time employees requesting to be scheduled over appointment<sup>24</sup>.
  - 5) Regular float employee, as available, to consistently replace an employee on anticipated absence.
  - 6) Regular available float employee.
  - 7) Unit part-time employees requesting to be scheduled for additional non-overtime hours for the current schedule<sup>25</sup>.
  - 8) Per Diem employees.
  - 9) Unit-based temporary employees.
  - 10) Employees who are offered and accept an extra holiday off during schedule development will be scheduled for their full appointment fraction during the holiday week<sup>26</sup>.
  - 11) Employees requesting to be scheduled for their full appointment during a holiday week when they have the holiday off.
  - 12) Part-time employees requesting to be scheduled over appointment during a holiday week when they have the holiday off.

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<sup>22</sup> See Intent Notes for Paragraphs 91, 185, 185B; see Addendum A, Per Diem/Unit-Based Temporary Nurse Scheduling Guidelines

<sup>23</sup> See paragraph 185.P

<sup>24</sup> See Paragraphs 163E.3, 163L.3, 163M.3, 163Q.5, 163U.1

<sup>25</sup> See Paragraphs 163E.3, 163L.3, 163M.3, 163Q.5, 163U.1

<sup>26</sup> See Paragraph 355D



**ARTICLE 39  
BENEFIT PLANS**

442. The Group Health Insurance Plan shall be as provided by the University in the same manner and to the same extent as provided to non-bargained for employees with the following exceptions:
- 1) The University contribution toward health insurance will remain through December 31, 2012 at an average aggregate contribution ratio of 85% contributed by the University and 15% contributed by the employee for 2012. The University contribution toward employee health insurance will achieve by 6/30/2014 or July 1, 2013 for those employees hired on or after July 1, 2013, an average aggregate contribution ratio of 70% contributed by the University and 30% contributed by employees. The aggregate contribution of 30 percent is inclusive of the cost of health care premiums, co-pays (for prescription drugs, office visits, emergency and urgent care visits, etc.) and deductibles. The University contribution for health insurance will be based on the two lowest-cost comprehensive plans and do so by weighting the premiums based on enrollment. Thereby any cost increases in a plan with low enrollment will not cause a greater increase than necessary for those in other health plans. The base premiums will be calculated on actual cost experience: Employee-only coverage (1x), Employee plus adult dependent (2x), Employee plus child(ren) (1.76x), Employee plus adult and child(ren) (2.76x); that results in a prioritized University contribution. The highest percentage University contribution will be made for employees, a higher percentage University contribution for child dependents, followed by a high percentage University contribution for adult dependents.
  
  - 6) Deleted 3/25/2013

**ARTICLE 49  
PROFESSIONAL DEVELOPMENT AND CONTINUING EDUCATION**

- 590A. For the period July 1, 2011 through June 30, 2018, no less than \$150 per FTE will be allocated at the unit level proportionate to the number of budgeted full time equivalent positions in the RN levels A-E and RSAM pay grades on July 1 of each year. Decisions on disbursement of funds will be made at the unit level by a committee consisting of a supervisor and three (3) employees selected by the unit staff. Disbursement criteria will be determined at the unit level by the employees and the supervisor. In addition, unit staff will determine criteria for addressing competing requests and equitability.

**ARTICLE 52**  
**SUBCONTRACTING, TEMPORARY AND/OR "AGENCY" NURSES**

- 601C. There are no limitations to the use of Central Staffing Resource or ACNRP temporary staff or unit-based temporary or Per Diem staff related to coverage for an extended absence related to Extended Sick or FMLA. In addition, hours accepted from regular employees and worked by temporary staff or Per Diem employees on units without CSR or ACNRP support will not count toward the limitation as described in Paragraphs 601A and 601B.
- 601D. Units without CSR or ACNRP support will establish specific unit expectations for utilization of unit-based temporary or Per Diem employees and submit these guidelines for joint Association and Management review.
603. Further, the parties agree that regular unit employees will receive priority over temporary and/or "agency" nurses when unit work schedules are being developed. The University will avoid changing, reorganizing or altering the work schedules of regular employees to accommodate the assignments of temporary and/or "agency" nurses, except by mutual agreement. To this end, after all regular employees are scheduled, the manager may then add Per Diem or unit-based temporary employees to the schedule (As outlined in the sequence of Paragraph 91)<sup>27</sup>.

**ARTICLE 56**  
**TERM OF AGREEMENT**

608. This Agreement shall become effective on March 25, 2013 and shall remain in full force and effect until and including June 30, 2018, and thereafter from year to year unless within the thirty (30) day period immediately preceding April 1, 2018 or any anniversary thereof, written notice of modification or termination is given by either the University or the Association to the other party.  
The Employer and Union agree that effective January 1, 2017 there will be a reopener solely related to a maximum of six issues including Wages (Appendix A-1, A-2, Para 745), Benefit Plans (Article 39) and a maximum of 4 additional issues, excluding Term of the Agreement (2 selected by the Employer and 2 selected by the Union). This reopener will consist of no more than 15 sessions over a 45 calendar day period, unless mutually agreed otherwise.

Executed on March 25, 2013

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<sup>27</sup> See Intent Note for Paragraph 603 and Addendum A, Per Diem/Unit-Based Temporary Guidelines

**APPENDIX A**  
**WAGE SCHEDULES FOR PAY GRADES**  
**GRADUATE NURSE, LEVELS A-E, ROLE SPECIFIC, N-4 AND N5**

Schedule D – Pay Grades Graduate Nurse, Levels A-E, N-3:Role Specific, N-4 and N-5

- 611A. Effective June 22, 2014 for bi-weekly paid employees and July 1, 2014 for monthly paid employees, the Wage Schedule shall be no less than the amount set forth for each step within each pay grade as shown in Schedule D, Paragraph 619.
- 611B. Lump Sum Bonus  
Those employees in pay grades Framework Levels A-E, N-3:Role Specific, N-4 and N-5 in Step 13 and Step 14 prior to the start of Schedule D and who do not step on their anniversary during Schedule D, will receive a \$1000.00 lump sum bonus, prorated for appointment, in December 2014.

Schedule E – Pay Grades Graduate Nurse, Levels A-E, N-3:Role Specific, N-4 and N-5

- 611C. Effective June 21, 2015 for bi-weekly paid employees and July 1, 2015 for monthly paid employees, the Wage Schedule shall be no less than the amount set forth for each step within each pay grade as shown in Schedule E, Paragraph 619A.
- 611B. Lump Sum Bonus  
Those employees in pay grades Framework Levels A-E, N-3:Role Specific, N-4 and N-5 in Step 13 and Step 14 prior to the start of Schedule E and who do not step on their anniversary during Schedule E, will receive a \$1000.00 lump sum bonus, prorated for appointment, in December 2015.

Schedule F – Pay Grades Graduate Nurse, Levels A-E, N-3:Role Specific, N-4 and N-5

- 611A. Effective June 19, 2016 for bi-weekly paid employees and July 1, 2016 for monthly paid employees, the Wage Schedule shall be no less than the amount set forth for each step within each pay grade as shown in Schedule F, Paragraph 619B.
- 611B. Lump Sum Bonus  
Those employees in pay grades Framework Levels A-E, N-3:Role Specific, N-4 and N-5 in Step 13 and Step 14 prior to the start of Schedule F and who do not step on their anniversary during Schedule F, will receive a \$1000.00 lump sum bonus, prorated for appointment, in December 2016.

Schedule G – Pay Grades Graduate Nurse, Levels A-E, N-3:Role Specific, N-4 and N-5

- 611C. Effective June 18, 2017 for bi-weekly paid employees and July 1, 2017 for monthly paid employees, the Wage Schedule shall be no less than the amount set forth for each step within each pay grade as shown in Schedule G, Paragraph 619C.
- 613. Following initial placement on a step, an employee will move to at least the next higher step on the employee's anniversary date. Step increases will occur as applicable through June 30, 2018.

619. SCHEDULE D – July 1, 2014 – June 30, 2015

SCHEDULE D - July 1, 2014 - June 30, 2015							
Pay Grade	Minimum	1	2	3	4	5	6
<b>Level A</b>							
Annual \$	\$59,368.63						
Monthly \$	\$4,947.39						
Biweekly \$	\$2,283.41						
Hourly \$	\$28.54						
<b>Level CB</b>							
Annual \$		\$59,461.58	\$60,298.08	\$60,600.16	\$61,785.21	\$64,108.83	\$66,362.75
Monthly \$		\$4,955.13	\$5,024.84	\$5,050.01	\$5,148.77	\$5,342.40	\$5,530.23
Biweekly \$		\$2,286.98	\$2,319.16	\$2,330.78	\$2,376.35	\$2,465.72	\$2,552.41
Hourly \$		\$28.59	\$28.99	\$29.13	\$29.70	\$30.82	\$31.91
<b>Level C</b>							
Annual \$		\$59,461.58	\$60,298.08	\$60,600.16	\$61,785.21	\$64,108.83	\$66,362.75
Monthly \$		\$4,955.13	\$5,024.84	\$5,050.01	\$5,148.77	\$5,342.40	\$5,530.23
Biweekly \$		\$2,286.98	\$2,319.16	\$2,330.78	\$2,376.35	\$2,465.72	\$2,552.41
Hourly \$		\$28.59	\$28.99	\$29.13	\$29.70	\$30.82	\$31.91
<b>Level D</b>							
Annual \$		\$61,541.58	\$62,378.08	\$62,680.16	\$63,865.21	\$66,188.83	\$68,442.75
Monthly \$		\$5,128.46	\$5,198.17	\$5,223.35	\$5,322.10	\$5,515.74	\$5,703.56
Biweekly \$		\$2,366.98	\$2,399.16	\$2,410.78	\$2,456.35	\$2,545.72	\$2,632.41
Hourly \$		\$29.59	\$29.99	\$30.13	\$30.70	\$31.82	\$32.91
<b>Level E</b>							
Annual \$		\$62,581.58	\$63,418.08	\$63,720.16	\$64,905.21	\$67,228.83	\$69,482.75
Monthly \$		\$5,215.13	\$5,284.84	\$5,310.01	\$5,408.77	\$5,602.40	\$5,790.23
Biweekly \$		\$2,406.98	\$2,439.16	\$2,450.78	\$2,496.35	\$2,585.72	\$2,672.41
Hourly \$		\$30.09	\$30.49	\$30.63	\$31.20	\$32.32	\$33.41
<b>RSAM - Competent</b>							
Annual \$		\$61,541.58	\$62,378.08	\$62,680.16	\$63,865.21	\$66,188.83	\$68,442.75
Monthly \$		\$5,128.46	\$5,198.17	\$5,223.35	\$5,322.10	\$5,515.74	\$5,703.56
Biweekly \$		\$2,366.98	\$2,399.16	\$2,410.78	\$2,456.35	\$2,545.72	\$2,632.41
Hourly \$		\$29.59	\$29.99	\$30.13	\$30.70	\$31.82	\$32.91
<b>RSAM - Expert</b>							
Annual \$		\$62,581.58	\$63,418.08	\$63,720.16	\$64,905.21	\$67,228.83	\$69,482.75
Monthly \$		\$5,215.13	\$5,284.84	\$5,310.01	\$5,408.77	\$5,602.40	\$5,790.23
Biweekly \$		\$2,406.98	\$2,439.16	\$2,450.78	\$2,496.35	\$2,585.72	\$2,672.41
Hourly \$		\$30.09	\$30.49	\$30.63	\$31.20	\$32.32	\$33.41
<b>RSAM - Mastery</b>							
Annual \$		\$63,101.58	\$63,938.08	\$64,240.16	\$65,425.21	\$67,748.83	\$70,002.75
Monthly \$		\$5,258.46	\$5,328.17	\$5,353.35	\$5,452.10	\$5,645.74	\$5,833.56
Biweekly \$		\$2,426.98	\$2,459.16	\$2,470.78	\$2,516.35	\$2,605.72	\$2,692.41
Hourly \$		\$30.34	\$30.74	\$30.88	\$31.45	\$32.57	\$33.66
<b>N4</b>							
Annual \$		\$71,776.80	\$74,286.31	\$76,888.77	\$79,584.18	\$82,349.29	\$85,253.82
Monthly \$		\$5,981.40	\$6,190.53	\$6,407.40	\$6,632.01	\$6,862.44	\$7,104.49
Biweekly \$		\$2,760.65	\$2,857.17	\$2,957.26	\$3,060.93	\$3,167.28	\$3,278.99
Hourly \$		\$34.51	\$35.71	\$36.97	\$38.26	\$39.59	\$40.99
<b>N5 - Midwives</b>							
Annual \$					\$95,198.94	\$96,709.30	\$98,335.84
Monthly \$					\$7,933.25	\$8,059.11	\$8,194.65
Biweekly \$					\$3,661.50	\$3,719.59	\$3,782.15
Hourly \$					\$45.77	\$46.49	\$47.28

**SCHEDULE D – July 1, 2014 – June 30, 2015**

**SCHEDULE D - July 1, 2014 - June 30, 2015**

<b>Pay Grade</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>Level A</b>								
Annual \$								
Monthly \$								
Biweekly \$								
Hourly \$								
<b>Level CB</b>								
Annual \$	\$68,709.61	\$71,079.71	\$73,565.99	\$76,145.21	\$78,817.38	\$86,926.83	\$90,737.58	\$92,558.70
Monthly \$	\$5,725.80	\$5,923.31	\$6,130.50	\$6,345.43	\$6,568.12	\$7,243.90	\$7,561.47	\$7,713.23
Biweekly \$	\$2,642.68	\$2,733.83	\$2,829.46	\$2,928.66	\$3,031.44	\$3,343.34	\$3,489.91	\$3,559.95
Hourly \$	\$33.03	\$34.17	\$35.37	\$36.61	\$37.89	\$41.79	\$43.62	\$44.50
<b>Level C</b>								
Annual \$	\$68,709.61	\$71,079.71	\$73,565.99	\$76,145.21	\$78,817.38	\$86,926.83	\$92,062.05	\$93,903.29
Monthly \$	\$5,725.80	\$5,923.31	\$6,130.50	\$6,345.43	\$6,568.12	\$7,243.90	\$7,671.84	\$7,825.27
Biweekly \$	\$2,642.68	\$2,733.83	\$2,829.46	\$2,928.66	\$3,031.44	\$3,343.34	\$3,540.85	\$3,611.66
Hourly \$	\$33.03	\$34.17	\$35.37	\$36.61	\$37.89	\$41.79	\$44.26	\$45.15
<b>Level D</b>								
Annual \$	\$70,789.61	\$73,159.71	\$75,645.99	\$78,225.21	\$80,897.38	\$89,006.83	\$95,785.25	\$97,626.49
Monthly \$	\$5,899.13	\$6,096.64	\$6,303.83	\$6,518.77	\$6,741.45	\$7,417.24	\$7,982.10	\$8,135.54
Biweekly \$	\$2,722.68	\$2,813.83	\$2,909.46	\$3,008.66	\$3,111.44	\$3,423.34	\$3,684.05	\$3,754.86
Hourly \$	\$34.03	\$35.17	\$36.37	\$37.61	\$38.89	\$42.79	\$46.05	\$46.94
<b>Level E</b>								
Annual \$	\$71,829.61	\$74,199.71	\$76,685.99	\$79,265.21	\$81,937.38	\$90,046.83	\$97,532.45	\$99,373.69
Monthly \$	\$5,985.80	\$6,183.31	\$6,390.50	\$6,605.43	\$6,828.12	\$7,503.90	\$8,127.70	\$8,281.14
Biweekly \$	\$2,762.68	\$2,853.83	\$2,949.46	\$3,048.66	\$3,151.44	\$3,463.34	\$3,751.25	\$3,822.06
Hourly \$	\$34.53	\$35.67	\$36.87	\$38.11	\$39.39	\$43.29	\$46.89	\$47.78
<b>RSAM - Competent</b>								
Annual \$	\$70,789.61	\$73,159.71	\$75,645.99	\$78,225.21	\$80,897.38	\$89,006.83	\$95,785.25	\$97,626.49
Monthly \$	\$5,899.13	\$6,096.64	\$6,303.83	\$6,518.77	\$6,741.45	\$7,417.24	\$7,982.10	\$8,135.54
Biweekly \$	\$2,722.68	\$2,813.83	\$2,909.46	\$3,008.66	\$3,111.44	\$3,423.34	\$3,684.05	\$3,754.86
Hourly \$	\$34.03	\$35.17	\$36.37	\$37.61	\$38.89	\$42.79	\$46.05	\$46.94
<b>RSAM - Expert</b>								
Annual \$	\$71,829.61	\$74,199.71	\$76,685.99	\$79,265.21	\$81,937.38	\$90,046.83	\$96,825.25	\$98,666.49
Monthly \$	\$5,985.80	\$6,183.31	\$6,390.50	\$6,605.43	\$6,828.12	\$7,503.90	\$8,068.77	\$8,222.21
Biweekly \$	\$2,762.68	\$2,853.83	\$2,949.46	\$3,048.66	\$3,151.44	\$3,463.34	\$3,724.05	\$3,794.86
Hourly \$	\$34.53	\$35.67	\$36.87	\$38.11	\$39.39	\$43.29	\$46.55	\$47.44
<b>RSAM - Mastery</b>								
Annual \$	\$72,349.61	\$74,719.71	\$77,205.99	\$79,785.21	\$82,457.38	\$90,566.83	\$97,532.45	\$99,373.69
Monthly \$	\$6,029.13	\$6,226.64	\$6,433.83	\$6,648.77	\$6,871.45	\$7,547.24	\$8,127.70	\$8,281.14
Biweekly \$	\$2,782.68	\$2,873.83	\$2,969.46	\$3,068.66	\$3,171.44	\$3,483.34	\$3,751.25	\$3,822.06
Hourly \$	\$34.78	\$35.92	\$37.12	\$38.36	\$39.64	\$43.54	\$46.89	\$47.78
<b>N4</b>								
Annual \$	\$88,228.06	\$91,295.25	\$94,478.62	\$97,801.40	\$101,217.13	\$104,749.04	\$108,420.37	\$110,588.78
Monthly \$	\$7,352.34	\$7,607.94	\$7,873.22	\$8,150.12	\$8,434.76	\$8,729.09	\$9,035.03	\$9,215.73
Biweekly \$	\$3,393.39	\$3,511.36	\$3,633.79	\$3,761.59	\$3,892.97	\$4,028.81	\$4,170.01	\$4,253.41
Hourly \$	\$42.42	\$43.89	\$45.42	\$47.02	\$48.66	\$50.36	\$52.13	\$53.17
<b>N5 - Midwives</b>								
Annual \$	\$100,148.26	\$103,563.99	\$107,653.57	\$109,791.31	\$113,648.53	\$117,598.69	\$121,734.75	\$124,169.44
Monthly \$	\$8,345.69	\$8,630.33	\$8,971.13	\$9,149.28	\$9,470.71	\$9,799.89	\$10,144.56	\$10,347.45
Biweekly \$	\$3,851.86	\$3,983.23	\$4,140.52	\$4,222.74	\$4,371.10	\$4,523.03	\$4,682.11	\$4,775.75
Hourly \$	\$48.15	\$49.79	\$51.76	\$52.78	\$54.64	\$56.54	\$58.53	\$59.70

619A. SCHEDULE E – July 1, 2015 – June 30, 2016

SCHEDULE E - July 1, 2015 - June 30, 2016							
Pay Grade	Minimum	1	2	3	4	5	6
<b>Level A</b>							
Annual \$	\$60,112.00						
Monthly \$	\$5,009.33						
Biweekly \$	\$2,312.00						
Hourly \$	\$28.90						
<b>Level CB</b>							
Annual \$		\$60,204.85	\$61,051.81	\$61,357.66	\$62,557.52	\$64,910.19	\$67,192.28
Monthly \$		\$5,017.07	\$5,087.65	\$5,113.14	\$5,213.13	\$5,409.18	\$5,599.36
Biweekly \$		\$2,315.57	\$2,348.15	\$2,359.91	\$2,406.06	\$2,496.55	\$2,584.32
Hourly \$		\$28.94	\$29.35	\$29.50	\$30.08	\$31.21	\$32.30
<b>Level C</b>							
Annual \$		\$60,204.85	\$61,051.81	\$61,357.66	\$62,557.52	\$64,910.19	\$67,192.28
Monthly \$		\$5,017.07	\$5,087.65	\$5,113.14	\$5,213.13	\$5,409.18	\$5,599.36
Biweekly \$		\$2,315.57	\$2,348.15	\$2,359.91	\$2,406.06	\$2,496.55	\$2,584.32
Hourly \$		\$28.94	\$29.35	\$29.50	\$30.08	\$31.21	\$32.30
<b>Level D</b>							
Annual \$		\$62,284.85	\$63,131.81	\$63,437.66	\$64,637.52	\$66,990.19	\$69,272.28
Monthly \$		\$5,190.40	\$5,260.98	\$5,286.47	\$5,386.46	\$5,582.52	\$5,772.69
Biweekly \$		\$2,395.57	\$2,428.15	\$2,439.91	\$2,486.06	\$2,576.55	\$2,664.32
Hourly \$		\$29.94	\$30.35	\$30.50	\$31.08	\$32.21	\$33.30
<b>Level E</b>							
Annual \$		\$63,324.85	\$64,171.81	\$64,477.66	\$65,677.52	\$68,030.19	\$70,312.28
Monthly \$		\$5,277.07	\$5,347.65	\$5,373.14	\$5,473.13	\$5,669.18	\$5,859.36
Biweekly \$		\$2,435.57	\$2,468.15	\$2,479.91	\$2,526.06	\$2,616.55	\$2,704.32
Hourly \$		\$30.44	\$30.85	\$31.00	\$31.58	\$32.71	\$33.80
<b>RSAM - Competent</b>							
Annual \$		\$62,284.85	\$63,131.81	\$63,437.66	\$64,637.52	\$66,990.19	\$69,272.28
Monthly \$		\$5,190.40	\$5,260.98	\$5,286.47	\$5,386.46	\$5,582.52	\$5,772.69
Biweekly \$		\$2,395.57	\$2,428.15	\$2,439.91	\$2,486.06	\$2,576.55	\$2,664.32
Hourly \$		\$29.94	\$30.35	\$30.50	\$31.08	\$32.21	\$33.30
<b>RSAM - Expert</b>							
Annual \$		\$63,324.85	\$64,171.81	\$64,477.66	\$65,677.52	\$68,030.19	\$70,312.28
Monthly \$		\$5,277.07	\$5,347.65	\$5,373.14	\$5,473.13	\$5,669.18	\$5,859.36
Biweekly \$		\$2,435.57	\$2,468.15	\$2,479.91	\$2,526.06	\$2,616.55	\$2,704.32
Hourly \$		\$30.44	\$30.85	\$31.00	\$31.58	\$32.71	\$33.80
<b>RSAM - Mastery</b>							
Annual \$		\$63,844.85	\$64,691.81	\$64,997.66	\$66,197.52	\$68,550.19	\$70,832.28
Monthly \$		\$5,320.40	\$5,390.98	\$5,416.47	\$5,516.46	\$5,712.52	\$5,902.69
Biweekly \$		\$2,455.57	\$2,488.15	\$2,499.91	\$2,546.06	\$2,636.55	\$2,724.32
Hourly \$		\$30.69	\$31.10	\$31.25	\$31.83	\$32.96	\$34.05
<b>N4</b>							
Annual \$		\$72,674.01	\$75,214.89	\$77,849.88	\$80,578.98	\$83,378.66	\$86,319.50
Monthly \$		\$6,056.17	\$6,267.91	\$6,487.49	\$6,714.91	\$6,948.22	\$7,193.29
Biweekly \$		\$2,795.15	\$2,892.88	\$2,994.23	\$3,099.19	\$3,206.87	\$3,319.98
Hourly \$		\$34.94	\$36.16	\$37.43	\$38.74	\$40.09	\$41.50
<b>N5 - Midwives</b>							
Annual \$					\$96,388.93	\$97,918.16	\$99,565.03
Monthly \$					\$8,032.41	\$8,159.85	\$8,297.09
Biweekly \$					\$3,707.27	\$3,766.08	\$3,829.42
Hourly \$					\$46.34	\$47.08	\$47.87

**SCHEDULE E – July 1, 2015 – June 30, 2016**

<b>SCHEDULE E - July 1, 2015 - June 30, 2016</b>								
<b>Pay Grade</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>Level A</b>								
Annual \$								
Monthly \$								
Biweekly \$								
Hourly \$								
<b>Level CB</b>								
Annual \$	\$69,568.48	\$71,968.20	\$74,485.56	\$77,097.03	\$79,802.60	\$88,013.42	\$91,871.80	\$93,715.68
Monthly \$	\$5,797.37	\$5,997.35	\$6,207.13	\$6,424.75	\$6,650.22	\$7,334.45	\$7,655.98	\$7,809.64
Biweekly \$	\$2,675.71	\$2,768.01	\$2,864.83	\$2,965.27	\$3,069.33	\$3,385.13	\$3,533.53	\$3,604.45
Hourly \$	\$33.45	\$34.60	\$35.81	\$37.07	\$38.37	\$42.31	\$44.17	\$45.06
<b>Level C</b>								
Annual \$	\$69,568.48	\$71,968.20	\$74,485.56	\$77,097.03	\$79,802.60	\$88,013.42	\$93,212.82	\$95,077.08
Monthly \$	\$5,797.37	\$5,997.35	\$6,207.13	\$6,424.75	\$6,650.22	\$7,334.45	\$7,767.74	\$7,923.09
Biweekly \$	\$2,675.71	\$2,768.01	\$2,864.83	\$2,965.27	\$3,069.33	\$3,385.13	\$3,585.11	\$3,656.81
Hourly \$	\$33.45	\$34.60	\$35.81	\$37.07	\$38.37	\$42.31	\$44.81	\$45.71
<b>Level D</b>								
Annual \$	\$71,648.48	\$74,048.20	\$76,565.56	\$79,177.03	\$81,882.60	\$90,093.42	\$96,936.02	\$98,800.28
Monthly \$	\$5,970.71	\$6,170.68	\$6,380.46	\$6,598.09	\$6,823.55	\$7,507.78	\$8,078.00	\$8,233.36
Biweekly \$	\$2,755.71	\$2,848.01	\$2,944.83	\$3,045.27	\$3,149.33	\$3,465.13	\$3,728.31	\$3,800.01
Hourly \$	\$34.45	\$35.60	\$36.81	\$38.07	\$39.37	\$43.31	\$46.60	\$47.50
<b>Level E</b>								
Annual \$	\$72,688.48	\$75,088.20	\$77,605.56	\$80,217.03	\$82,922.60	\$91,133.42	\$98,683.22	\$100,547.48
Monthly \$	\$6,057.37	\$6,257.35	\$6,467.13	\$6,684.75	\$6,910.22	\$7,594.45	\$8,223.60	\$8,378.96
Biweekly \$	\$2,795.71	\$2,888.01	\$2,984.83	\$3,085.27	\$3,189.33	\$3,505.13	\$3,795.51	\$3,867.21
Hourly \$	\$34.95	\$36.10	\$37.31	\$38.57	\$39.87	\$43.81	\$47.44	\$48.34
<b>RSAM - Competent</b>								
Annual \$	\$71,648.48	\$74,048.20	\$76,565.56	\$79,177.03	\$81,882.60	\$90,093.42	\$96,936.02	\$98,800.28
Monthly \$	\$5,970.71	\$6,170.68	\$6,380.46	\$6,598.09	\$6,823.55	\$7,507.78	\$8,078.00	\$8,233.36
Biweekly \$	\$2,755.71	\$2,848.01	\$2,944.83	\$3,045.27	\$3,149.33	\$3,465.13	\$3,728.31	\$3,800.01
Hourly \$	\$34.45	\$35.60	\$36.81	\$38.07	\$39.37	\$43.31	\$46.60	\$47.50
<b>RSAM - Expert</b>								
Annual \$	\$72,688.48	\$75,088.20	\$77,605.56	\$80,217.03	\$82,922.60	\$91,133.42	\$97,976.02	\$99,840.28
Monthly \$	\$6,057.37	\$6,257.35	\$6,467.13	\$6,684.75	\$6,910.22	\$7,594.45	\$8,164.67	\$8,320.02
Biweekly \$	\$2,795.71	\$2,888.01	\$2,984.83	\$3,085.27	\$3,189.33	\$3,505.13	\$3,768.31	\$3,840.01
Hourly \$	\$34.95	\$36.10	\$37.31	\$38.57	\$39.87	\$43.81	\$47.10	\$48.00
<b>RSAM - Mastery</b>								
Annual \$	\$73,208.48	\$75,608.20	\$78,125.56	\$80,737.03	\$83,442.60	\$91,653.42	\$98,683.22	\$100,547.48
Monthly \$	\$6,100.71	\$6,300.68	\$6,510.46	\$6,728.09	\$6,953.55	\$7,637.78	\$8,223.60	\$8,378.96
Biweekly \$	\$2,815.71	\$2,908.01	\$3,004.83	\$3,105.27	\$3,209.33	\$3,525.13	\$3,795.51	\$3,867.21
Hourly \$	\$35.20	\$36.35	\$37.56	\$38.82	\$40.12	\$44.06	\$47.44	\$48.34
<b>N4</b>								
Annual \$	\$89,330.92	\$92,436.44	\$95,659.60	\$99,023.92	\$102,482.35	\$106,058.41	\$109,775.63	\$111,971.14
Monthly \$	\$7,444.24	\$7,703.04	\$7,971.63	\$8,251.99	\$8,540.20	\$8,838.20	\$9,147.97	\$9,330.93
Biweekly \$	\$3,435.80	\$3,555.25	\$3,679.22	\$3,808.61	\$3,941.63	\$4,079.17	\$4,222.14	\$4,306.58
Hourly \$	\$42.95	\$44.44	\$45.99	\$47.61	\$49.27	\$50.99	\$52.78	\$53.83
<b>N5 - Midwives</b>								
Annual \$	\$101,400.12	\$104,858.54	\$108,999.24	\$111,163.70	\$115,069.14	\$119,068.68	\$123,256.43	\$125,721.56
Monthly \$	\$8,450.01	\$8,738.21	\$9,083.27	\$9,263.64	\$9,589.09	\$9,922.39	\$10,271.37	\$10,476.80
Biweekly \$	\$3,900.00	\$4,033.02	\$4,192.28	\$4,275.53	\$4,425.74	\$4,579.56	\$4,740.63	\$4,835.44
Hourly \$	\$48.75	\$50.41	\$52.40	\$53.44	\$55.32	\$57.24	\$59.26	\$60.44



619B. SCHEDULE F – July 1, 2016 – June 30, 2017

SCHEDULE F - July 1, 2016 - June 30, 2017							
Pay Grade	Minimum	1	2	3	4	5	6
<b>Level A</b>							
Annual \$	\$60,860.80						
Monthly \$	\$5,071.73						
Biweekly \$	\$2,340.80						
Hourly \$	\$29.26						
<b>Level CB</b>							
Annual \$		\$60,957.41	\$61,814.96	\$62,124.63	\$63,339.49	\$65,721.57	\$68,032.19
Monthly \$		\$5,079.78	\$5,151.25	\$5,177.05	\$5,278.29	\$5,476.80	\$5,669.35
Biweekly \$		\$2,344.52	\$2,377.50	\$2,389.41	\$2,436.13	\$2,527.75	\$2,616.62
Hourly \$		\$29.31	\$29.72	\$29.87	\$30.45	\$31.60	\$32.71
<b>Level C</b>							
Annual \$		\$60,957.41	\$61,814.96	\$62,124.63	\$63,339.49	\$65,721.57	\$68,032.19
Monthly \$		\$5,079.78	\$5,151.25	\$5,177.05	\$5,278.29	\$5,476.80	\$5,669.35
Biweekly \$		\$2,344.52	\$2,377.50	\$2,389.41	\$2,436.13	\$2,527.75	\$2,616.62
Hourly \$		\$29.31	\$29.72	\$29.87	\$30.45	\$31.60	\$32.71
<b>Level D</b>							
Annual \$		\$63,037.41	\$63,894.96	\$64,204.63	\$65,419.49	\$67,801.57	\$70,112.19
Monthly \$		\$5,253.12	\$5,324.58	\$5,350.39	\$5,451.62	\$5,650.13	\$5,842.68
Biweekly \$		\$2,424.52	\$2,457.50	\$2,469.41	\$2,516.13	\$2,607.75	\$2,696.62
Hourly \$		\$30.31	\$30.72	\$30.87	\$31.45	\$32.60	\$33.71
<b>Level E</b>							
Annual \$		\$64,077.41	\$64,934.96	\$65,244.63	\$66,459.49	\$68,841.57	\$71,152.19
Monthly \$		\$5,339.78	\$5,411.25	\$5,437.05	\$5,538.29	\$5,736.80	\$5,929.35
Biweekly \$		\$2,464.52	\$2,497.50	\$2,509.41	\$2,556.13	\$2,647.75	\$2,736.62
Hourly \$		\$30.81	\$31.22	\$31.37	\$31.95	\$33.10	\$34.21
<b>RSAM - Competent</b>							
Annual \$		\$63,037.41	\$63,894.96	\$64,204.63	\$65,419.49	\$67,801.57	\$70,112.19
Monthly \$		\$5,253.12	\$5,324.58	\$5,350.39	\$5,451.62	\$5,650.13	\$5,842.68
Biweekly \$		\$2,424.52	\$2,457.50	\$2,469.41	\$2,516.13	\$2,607.75	\$2,696.62
Hourly \$		\$30.31	\$30.72	\$30.87	\$31.45	\$32.60	\$33.71
<b>RSAM - Expert</b>							
Annual \$		\$64,077.41	\$64,934.96	\$65,244.63	\$66,459.49	\$68,841.57	\$71,152.19
Monthly \$		\$5,339.78	\$5,411.25	\$5,437.05	\$5,538.29	\$5,736.80	\$5,929.35
Biweekly \$		\$2,464.52	\$2,497.50	\$2,509.41	\$2,556.13	\$2,647.75	\$2,736.62
Hourly \$		\$30.81	\$31.22	\$31.37	\$31.95	\$33.10	\$34.21
<b>RSAM - Mastery</b>							
Annual \$		\$64,597.41	\$65,454.96	\$65,764.63	\$66,979.49	\$69,361.57	\$71,672.19
Monthly \$		\$5,383.12	\$5,454.58	\$5,480.39	\$5,581.62	\$5,780.13	\$5,972.68
Biweekly \$		\$2,484.52	\$2,517.50	\$2,529.41	\$2,576.13	\$2,667.75	\$2,756.62
Hourly \$		\$31.06	\$31.47	\$31.62	\$32.20	\$33.35	\$34.46
<b>N4</b>							
Annual \$		\$73,582.43	\$76,155.08	\$78,823.00	\$81,586.22	\$84,420.89	\$87,398.49
Monthly \$		\$6,131.87	\$6,346.26	\$6,568.58	\$6,798.85	\$7,035.07	\$7,283.21
Biweekly \$		\$2,830.09	\$2,929.04	\$3,031.65	\$3,137.93	\$3,246.96	\$3,361.48
Hourly \$		\$35.38	\$36.61	\$37.90	\$39.22	\$40.59	\$42.02
<b>N5 - Midwives</b>							
Annual \$					\$97,593.79	\$99,142.14	\$100,809.60
Monthly \$					\$8,132.82	\$8,261.85	\$8,400.80
Biweekly \$					\$3,753.61	\$3,813.16	\$3,877.29
Hourly \$					\$46.92	\$47.66	\$48.47

**SCHEDULE F – July 1, 2016 – June 30, 2017**

**SCHEDULE F - July 1, 2016 - June 30, 2017**

Pay Grade	7	8	9	10	11	12	13	14
<b>Level A</b>								
Annual \$								
Monthly \$								
Biweekly \$								
Hourly \$								
<b>Level CB</b>								
Annual \$	\$70,438.09	\$72,867.81	\$75,416.63	\$78,060.74	\$80,800.13	\$89,113.59	\$93,020.20	\$94,887.13
Monthly \$	\$5,869.84	\$6,072.32	\$6,284.72	\$6,505.06	\$6,733.34	\$7,426.13	\$7,751.68	\$7,907.26
Biweekly \$	\$2,709.16	\$2,802.61	\$2,900.64	\$3,002.34	\$3,107.70	\$3,427.45	\$3,577.70	\$3,649.50
Hourly \$	\$33.86	\$35.03	\$36.26	\$37.53	\$38.85	\$42.84	\$44.72	\$45.62
<b>Level C</b>								
Annual \$	\$70,438.09	\$72,867.81	\$75,416.63	\$78,060.74	\$80,800.13	\$89,113.59	\$94,377.98	\$96,265.54
Monthly \$	\$5,869.84	\$6,072.32	\$6,284.72	\$6,505.06	\$6,733.34	\$7,426.13	\$7,864.83	\$8,022.13
Biweekly \$	\$2,709.16	\$2,802.61	\$2,900.64	\$3,002.34	\$3,107.70	\$3,427.45	\$3,629.92	\$3,702.52
Hourly \$	\$33.86	\$35.03	\$36.26	\$37.53	\$38.85	\$42.84	\$45.37	\$46.28
<b>Level D</b>								
Annual \$	\$72,518.09	\$74,947.81	\$77,496.63	\$80,140.74	\$82,880.13	\$91,193.59	\$98,101.18	\$99,988.74
Monthly \$	\$6,043.17	\$6,245.65	\$6,458.05	\$6,678.39	\$6,906.68	\$7,599.47	\$8,175.10	\$8,332.40
Biweekly \$	\$2,789.16	\$2,882.61	\$2,980.64	\$3,082.34	\$3,187.70	\$3,507.45	\$3,773.12	\$3,845.72
Hourly \$	\$34.86	\$36.03	\$37.26	\$38.53	\$39.85	\$43.84	\$47.16	\$48.07
<b>Level E</b>								
Annual \$	\$73,558.09	\$75,987.81	\$78,536.63	\$81,180.74	\$83,920.13	\$92,233.59	\$99,848.38	\$101,735.94
Monthly \$	\$6,129.84	\$6,332.32	\$6,544.72	\$6,765.06	\$6,993.34	\$7,686.13	\$8,320.70	\$8,478.00
Biweekly \$	\$2,829.16	\$2,922.61	\$3,020.64	\$3,122.34	\$3,227.70	\$3,547.45	\$3,840.32	\$3,912.92
Hourly \$	\$35.36	\$36.53	\$37.76	\$39.03	\$40.35	\$44.34	\$48.00	\$48.91
<b>RSAM - Competent</b>								
Annual \$	\$72,518.09	\$74,947.81	\$77,496.63	\$80,140.74	\$82,880.13	\$91,193.59	\$98,101.18	\$99,988.74
Monthly \$	\$6,043.17	\$6,245.65	\$6,458.05	\$6,678.39	\$6,906.68	\$7,599.47	\$8,175.10	\$8,332.40
Biweekly \$	\$2,789.16	\$2,882.61	\$2,980.64	\$3,082.34	\$3,187.70	\$3,507.45	\$3,773.12	\$3,845.72
Hourly \$	\$34.86	\$36.03	\$37.26	\$38.53	\$39.85	\$43.84	\$47.16	\$48.07
<b>RSAM - Expert</b>								
Annual \$	\$73,558.09	\$75,987.81	\$78,536.63	\$81,180.74	\$83,920.13	\$92,233.59	\$99,141.18	\$101,028.74
Monthly \$	\$6,129.84	\$6,332.32	\$6,544.72	\$6,765.06	\$6,993.34	\$7,686.13	\$8,261.77	\$8,419.06
Biweekly \$	\$2,829.16	\$2,922.61	\$3,020.64	\$3,122.34	\$3,227.70	\$3,547.45	\$3,813.12	\$3,885.72
Hourly \$	\$35.36	\$36.53	\$37.76	\$39.03	\$40.35	\$44.34	\$47.66	\$48.57
<b>RSAM - Mastery</b>								
Annual \$	\$74,078.09	\$76,507.81	\$79,056.63	\$81,700.74	\$84,440.13	\$92,753.59	\$99,848.38	\$101,735.94
Monthly \$	\$6,173.17	\$6,375.65	\$6,588.05	\$6,808.39	\$7,036.68	\$7,729.47	\$8,320.70	\$8,478.00
Biweekly \$	\$2,849.16	\$2,942.61	\$3,040.64	\$3,142.34	\$3,247.70	\$3,567.45	\$3,840.32	\$3,912.92
Hourly \$	\$35.61	\$36.78	\$38.01	\$39.28	\$40.60	\$44.59	\$48.00	\$48.91
<b>N4</b>								
Annual \$	\$90,447.55	\$93,591.90	\$96,855.35	\$100,261.72	\$103,763.38	\$107,384.14	\$111,147.82	\$113,370.78
Monthly \$	\$7,537.30	\$7,799.32	\$8,071.28	\$8,355.14	\$8,646.95	\$8,948.68	\$9,262.32	\$9,447.56
Biweekly \$	\$3,478.75	\$3,599.69	\$3,725.21	\$3,856.22	\$3,990.90	\$4,130.16	\$4,274.92	\$4,360.41
Hourly \$	\$43.48	\$45.00	\$46.57	\$48.20	\$49.89	\$51.63	\$53.44	\$54.51
<b>N5 - Midwives</b>								
Annual \$	\$102,667.62	\$106,169.28	\$110,361.74	\$112,553.25	\$116,507.50	\$120,557.03	\$124,797.14	\$127,293.08
Monthly \$	\$8,555.63	\$8,847.44	\$9,196.81	\$9,379.44	\$9,708.96	\$10,046.42	\$10,399.76	\$10,607.76
Biweekly \$	\$3,948.75	\$4,083.43	\$4,244.68	\$4,328.97	\$4,481.06	\$4,636.81	\$4,799.89	\$4,895.89
Hourly \$	\$49.36	\$51.04	\$53.06	\$54.11	\$56.01	\$57.96	\$60.00	\$61.20

619C. SCHEDULE G – July 1, 2017 – June 30, 2018

SCHEDULE G - July 1, 2017 - June 30, 2018							
Pay Grade	Minimum	1	2	3	4	5	6
<b>Level A</b>							
Annual \$	\$61,464.00						
Monthly \$	\$5,122.00						
Biweekly \$	\$2,364.00						
Hourly \$	\$29.55						
<b>Level CB</b>							
Annual \$		\$61,566.98	\$62,433.11	\$62,745.88	\$63,972.88	\$66,378.78	\$68,712.51
Monthly \$		\$5,130.58	\$5,202.76	\$5,228.82	\$5,331.07	\$5,531.57	\$5,726.04
Biweekly \$		\$2,367.96	\$2,401.27	\$2,413.30	\$2,460.50	\$2,553.03	\$2,642.79
Hourly \$		\$29.60	\$30.02	\$30.17	\$30.76	\$31.91	\$33.03
<b>Level C</b>							
Annual \$		\$61,566.98	\$62,433.11	\$62,745.88	\$63,972.88	\$66,378.78	\$68,712.51
Monthly \$		\$5,130.58	\$5,202.76	\$5,228.82	\$5,331.07	\$5,531.57	\$5,726.04
Biweekly \$		\$2,367.96	\$2,401.27	\$2,413.30	\$2,460.50	\$2,553.03	\$2,642.79
Hourly \$		\$29.60	\$30.02	\$30.17	\$30.76	\$31.91	\$33.03
<b>Level D</b>							
Annual \$		\$63,646.98	\$64,513.11	\$64,825.88	\$66,052.88	\$68,458.78	\$70,792.51
Monthly \$		\$5,303.92	\$5,376.09	\$5,402.16	\$5,504.41	\$5,704.90	\$5,899.38
Biweekly \$		\$2,447.96	\$2,481.27	\$2,493.30	\$2,540.50	\$2,633.03	\$2,722.79
Hourly \$		\$30.60	\$31.02	\$31.17	\$31.76	\$32.91	\$34.03
<b>Level E</b>							
Annual \$		\$64,686.98	\$65,553.11	\$65,865.88	\$67,092.88	\$69,498.78	\$71,832.51
Monthly \$		\$5,390.58	\$5,462.76	\$5,488.82	\$5,591.07	\$5,791.57	\$5,986.04
Biweekly \$		\$2,487.96	\$2,521.27	\$2,533.30	\$2,580.50	\$2,673.03	\$2,762.79
Hourly \$		\$31.10	\$31.52	\$31.67	\$32.26	\$33.41	\$34.53
<b>RSAM - Competent</b>							
Annual \$		\$63,646.98	\$64,513.11	\$64,825.88	\$66,052.88	\$68,458.78	\$70,792.51
Monthly \$		\$5,303.92	\$5,376.09	\$5,402.16	\$5,504.41	\$5,704.90	\$5,899.38
Biweekly \$		\$2,447.96	\$2,481.27	\$2,493.30	\$2,540.50	\$2,633.03	\$2,722.79
Hourly \$		\$30.60	\$31.02	\$31.17	\$31.76	\$32.91	\$34.03
<b>RSAM - Expert</b>							
Annual \$		\$64,686.98	\$65,553.11	\$65,865.88	\$67,092.88	\$69,498.78	\$71,832.51
Monthly \$		\$5,390.58	\$5,462.76	\$5,488.82	\$5,591.07	\$5,791.57	\$5,986.04
Biweekly \$		\$2,487.96	\$2,521.27	\$2,533.30	\$2,580.50	\$2,673.03	\$2,762.79
Hourly \$		\$31.10	\$31.52	\$31.67	\$32.26	\$33.41	\$34.53
<b>RSAM - Mastery</b>							
Annual \$		\$65,206.98	\$66,073.11	\$66,385.88	\$67,612.88	\$70,018.78	\$72,352.51
Monthly \$		\$5,433.92	\$5,506.09	\$5,532.16	\$5,634.41	\$5,834.90	\$6,029.38
Biweekly \$		\$2,507.96	\$2,541.27	\$2,553.30	\$2,600.50	\$2,693.03	\$2,782.79
Hourly \$		\$31.35	\$31.77	\$31.92	\$32.51	\$33.66	\$34.78
<b>N4</b>							
Annual \$		\$74,318.25	\$76,916.63	\$79,611.23	\$82,402.08	\$85,265.10	\$88,272.48
Monthly \$		\$6,193.19	\$6,409.72	\$6,634.27	\$6,866.84	\$7,105.43	\$7,356.04
Biweekly \$		\$2,858.39	\$2,958.33	\$3,061.97	\$3,169.31	\$3,279.43	\$3,395.10
Hourly \$		\$35.73	\$36.98	\$38.27	\$39.62	\$40.99	\$42.44
<b>N5 - Midwives</b>							
Annual \$					\$98,569.73	\$100,133.56	\$101,817.69
Monthly \$					\$8,214.14	\$8,344.46	\$8,484.81
Biweekly \$					\$3,791.14	\$3,851.29	\$3,916.07
Hourly \$					\$47.39	\$48.14	\$48.95

**SCHEDULE G – July 1, 2017 – June 30, 2018**

**SCHEDULE G - July 1, 2017 - June 30, 2018**

Pay Grade	7	8	9	10	11	12	13	14
<b>Level A</b>								
Annual \$								
Monthly \$								
Biweekly \$								
Hourly \$								
<b>Level CB</b>								
Annual \$	\$71,142.47	\$73,596.48	\$76,170.80	\$78,841.35	\$81,608.13	\$90,004.72	\$93,950.40	\$95,836.00
Monthly \$	\$5,928.54	\$6,133.04	\$6,347.57	\$6,570.11	\$6,800.68	\$7,500.39	\$7,829.20	\$7,986.33
Biweekly \$	\$2,736.25	\$2,830.63	\$2,929.65	\$3,032.36	\$3,138.77	\$3,461.72	\$3,613.48	\$3,686.00
Hourly \$	\$34.20	\$35.38	\$36.62	\$37.90	\$39.23	\$43.27	\$45.17	\$46.08
<b>Level C</b>								
Annual \$	\$71,142.47	\$73,596.48	\$76,170.80	\$78,841.35	\$81,608.13	\$90,004.72	\$95,321.76	\$97,228.20
Monthly \$	\$5,928.54	\$6,133.04	\$6,347.57	\$6,570.11	\$6,800.68	\$7,500.39	\$7,943.48	\$8,102.35
Biweekly \$	\$2,736.25	\$2,830.63	\$2,929.65	\$3,032.36	\$3,138.77	\$3,461.72	\$3,666.22	\$3,739.55
Hourly \$	\$34.20	\$35.38	\$36.62	\$37.90	\$39.23	\$43.27	\$45.83	\$46.74
<b>Level D</b>								
Annual \$	\$73,222.47	\$75,676.48	\$78,250.80	\$80,921.35	\$83,688.13	\$92,084.72	\$99,044.96	\$100,951.40
Monthly \$	\$6,101.87	\$6,306.37	\$6,520.90	\$6,743.45	\$6,974.01	\$7,673.73	\$8,253.75	\$8,412.62
Biweekly \$	\$2,816.25	\$2,910.63	\$3,009.65	\$3,112.36	\$3,218.77	\$3,541.72	\$3,809.42	\$3,882.75
Hourly \$	\$35.20	\$36.38	\$37.62	\$38.90	\$40.23	\$44.27	\$47.62	\$48.53
<b>Level E</b>								
Annual \$	\$74,262.47	\$76,716.48	\$79,290.80	\$81,961.35	\$84,728.13	\$93,124.72	\$100,792.16	\$102,698.60
Monthly \$	\$6,188.54	\$6,393.04	\$6,607.57	\$6,830.11	\$7,060.68	\$7,760.39	\$8,399.35	\$8,558.22
Biweekly \$	\$2,856.25	\$2,950.63	\$3,049.65	\$3,152.36	\$3,258.77	\$3,581.72	\$3,876.62	\$3,949.95
Hourly \$	\$35.70	\$36.88	\$38.12	\$39.40	\$40.73	\$44.77	\$48.46	\$49.37
<b>RSAM - Competent</b>								
Annual \$	\$73,222.47	\$75,676.48	\$78,250.80	\$80,921.35	\$83,688.13	\$92,084.72	\$99,044.96	\$100,951.40
Monthly \$	\$6,101.87	\$6,306.37	\$6,520.90	\$6,743.45	\$6,974.01	\$7,673.73	\$8,253.75	\$8,412.62
Biweekly \$	\$2,816.25	\$2,910.63	\$3,009.65	\$3,112.36	\$3,218.77	\$3,541.72	\$3,809.42	\$3,882.75
Hourly \$	\$35.20	\$36.38	\$37.62	\$38.90	\$40.23	\$44.27	\$47.62	\$48.53
<b>RSAM - Expert</b>								
Annual \$	\$74,262.47	\$76,716.48	\$79,290.80	\$81,961.35	\$84,728.13	\$93,124.72	\$100,084.96	\$101,991.40
Monthly \$	\$6,188.54	\$6,393.04	\$6,607.57	\$6,830.11	\$7,060.68	\$7,760.39	\$8,340.41	\$8,499.28
Biweekly \$	\$2,856.25	\$2,950.63	\$3,049.65	\$3,152.36	\$3,258.77	\$3,581.72	\$3,849.42	\$3,922.75
Hourly \$	\$35.70	\$36.88	\$38.12	\$39.40	\$40.73	\$44.77	\$48.12	\$49.03
<b>RSAM - Mastery</b>								
Annual \$	\$74,782.47	\$77,236.48	\$79,810.80	\$82,481.35	\$85,248.13	\$93,644.72	\$100,792.16	\$102,698.60
Monthly \$	\$6,231.87	\$6,436.37	\$6,650.90	\$6,873.45	\$7,104.01	\$7,803.73	\$8,399.35	\$8,558.22
Biweekly \$	\$2,876.25	\$2,970.63	\$3,069.65	\$3,172.36	\$3,278.77	\$3,601.72	\$3,876.62	\$3,949.95
Hourly \$	\$35.95	\$37.13	\$38.37	\$39.65	\$40.98	\$45.02	\$48.46	\$49.37
<b>N4</b>								
Annual \$	\$91,352.03	\$94,527.82	\$97,823.90	\$101,264.34	\$104,801.01	\$108,457.98	\$112,259.30	\$114,504.49
Monthly \$	\$7,612.67	\$7,877.32	\$8,151.99	\$8,438.69	\$8,733.42	\$9,038.16	\$9,354.94	\$9,542.04
Biweekly \$	\$3,513.54	\$3,635.69	\$3,762.46	\$3,894.78	\$4,030.81	\$4,171.46	\$4,317.67	\$4,404.02
Hourly \$	\$43.92	\$45.45	\$47.03	\$48.68	\$50.39	\$52.14	\$53.97	\$55.05
<b>N5 - Midwives</b>								
Annual \$	\$103,694.30	\$107,230.97	\$111,465.35	\$113,678.78	\$117,672.57	\$121,762.60	\$126,045.11	\$128,566.01
Monthly \$	\$8,641.19	\$8,935.91	\$9,288.78	\$9,473.23	\$9,806.05	\$10,146.88	\$10,503.76	\$10,713.83
Biweekly \$	\$3,988.24	\$4,124.27	\$4,287.13	\$4,372.26	\$4,525.87	\$4,683.18	\$4,847.89	\$4,944.85
Hourly \$	\$49.85	\$51.55	\$53.59	\$54.65	\$56.57	\$58.54	\$60.60	\$61.81

**APPENDIX A-1  
WAGE SCHEDULES & STEP PLACEMENT FOR  
CERTIFIED REGISTERED NURSE ANESTHETIST (N-6)**

Schedule D – Pay Grade N-6  
623. Effective July 1, 2014 the Wage Schedule shall be no less than the amount set forth for each step within pay grade N6 as shown in Schedule D, Paragraph 624D.

623-1. Lump Sum Bonus  
Those employees in pay grade N-6 in Step 2 prior to the start of Schedule D will receive a \$1000.00 lump sum bonus, prorated for appointment, in December 2014.

Schedule E – Pay Grade N-6  
623A. Effective July 1, 2015 the Wage Schedule shall be no less than the amount set forth for each step within pay grade N6 as shown in Schedule E, Paragraph 624E.

623A-1. Lump Sum Bonus  
Those employees in pay grade N-6 in Step 2 prior to the start of Schedule E will receive a \$1000.00 lump sum bonus, prorated for appointment, in December 2015.

Schedule F – Pay Grade N-6  
623B. Effective July 1, 2016 the Wage Schedule shall be no less than the amount set forth for each step within pay grade N6 as shown in Schedule E, Paragraph 624F.

623B-1. Lump Sum Bonus  
Those employees in pay grade N-6 in Step 2 prior to the start of Schedule F will receive a \$1000.00 lump sum bonus, prorated for appointment, in December 2016.

Schedule G – Pay Grade N-6  
623C. Effective July 1, 2017 the Wage Schedule shall be no less than the amount set forth for each step within pay grade N6 as shown in Schedule E, Paragraph 624G.

624C. CRNA Schedule C  
**Schedule C 2013 –  
2014**

Annual \$	\$186,693.28	\$193,784.64
Monthly \$	\$15,557.77	\$16,148.72
Biweekly \$	\$7,180.51	\$7,453.26
Hourly \$	\$89.76	\$93.17

624D.	CRNA Schedule D <b>Schedule D 2014 – 2015</b>		
	Annual \$	\$189,026.94	\$196,206.95
	Monthly \$	\$15,752.25	\$16,350.58
	Biweekly \$	\$7,270.27	\$7,546.42
	Hourly \$	\$90.88	\$94.33

624E.	CRNA Schedule E <b>Schedule E 2015 – 2016</b>		
	Annual \$	\$191,389.78	\$198,659.53
	Monthly \$	\$15,949.15	\$16,554.96
	Biweekly \$	\$7,361.15	\$7,640.75
	Hourly \$	\$92.01	\$95.51

624F.	CRNA Schedule F <b>Schedule F 2016 – 2017</b>		
	Annual \$	\$193,782.15	\$201,142.78
	Monthly \$	\$16,148.51	\$16,761.90
	Biweekly \$	\$7,453.16	\$7,736.26
	Hourly \$	\$93.16	\$96.70

624G.	CRNA Schedule G <b>Schedule G 2017 – 2018</b>		
	Annual \$	\$195,719.97	\$203,154.21
	Monthly \$	\$16,310.00	\$16,929.52
	Biweekly \$	\$7,527.69	\$7,813.62
	Hourly \$	\$94.10	\$97.67

**VARIABLE ACTIVITY  
DESIGNATED FLOAT UNIT**

783. MOU: Variable Staffing – New Hire Designated Float Unit Selection/Staff Designated Float Unit Selection
784. All new employees hired on June 24, 2013 and after will select another unit other than their home unit to float to in times of low census. After orientation to the selected float unit, the employee will be assigned to float according to Para 164A. Current regular staff at the time of ratification (March 22, 2013) may volunteer to select another unit other than their home unit to float to in times of low census as described above.

**ADDENDUM A  
PER DIEM/UNIT-BASED TEMPORARY NURSE GUIDELINES**

The intent of the contract language related to scheduling of Per Diem or unit-based temporary nurses is to ensure that regular employees receive priority in scheduling. In addition, there is an interest in having Per Diem or unit-based temporary nurses share in working weekend shifts, off shifts and during holiday weeks on those units, which schedule on a 24-hour basis. The following guidelines apply to Per Diem or unit-based temporary nurses

1. Each Per Diem or unit-based temporary employee working three or more shifts per scheduling period will be scheduled to work a minimum of two weekend shifts per scheduling period (8 hours = 1 shift). The contractual definition of a weekend applies for Per Diem or unit-based temporary employees.\*

Per Diem or unit-based temporary nurses who preschedule two or fewer shifts per scheduling period do not have to meet the weekend requirements. They may add additional UNANTICIPATED SHIFTS ONLY.

2. Each Per Diem or unit-based temporary nurse will be expected to work a portion of scheduled shifts on off shifts (recommended guide: 25%).
3. Managers may establish additional guidelines based upon individual unit scheduling requirements. Therefore, it is recommended that managers and per diem nurses or unit-based temporary meet to discuss specific unit expectations.

4. Each Per Diem or unit-based temporary nurse will be scheduled to work the number of shifts during holiday weeks that reflects his/her normal scheduling pattern. Per Diem or unit-based temporary nurses should be scheduled to work shifts during three out of the six holiday weeks and one of these weeks should be Christmas or New Year's week. (A week is defined as Sunday through Saturday during which the holiday falls).

Per Diem or unit-based temporary nurses are to be scheduled after all regular staff are scheduled per contract language.

\*Guidelines apply to all Per Diem or unit-based temporary nurses regardless of hire date.

#### **ADDENDUM B PTO GUIDELINES AND DEFINITIONS**

4. Process to fill requests that occur after the schedule is posted but at least 24 hours in advance:

- Submit CSR/ACNRP requests.
- Seek volunteers for over appointment hours.
- Seek Per Diem availability.
- Seek unit-based temporary availability.
- Review standing overtime requests, if applicable.
- Seek volunteers for overtime.

#### **INTENT NOTE ARTICLE 13: STAFFING AND SCHEDULING**

91. The definition of a weekend for temporary or Per Diem employees will match the contractual definition of a weekend. Any unit-based temporary or Per Diem will be required to work some weekends and off shifts, and shifts during holiday weeks. The workload review committee will review equitability<sup>28</sup>.

Schedule requests for unit employees will be honored first, then Per Diem staff, and then temporary staff will be honored.

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<sup>28</sup> See Addendum A: Per Diem/Unit-Based Temporary Guidelines



**INTENT NOTE**  
**ARTICLE 15: OVERTIME**

163A3. Overtime and over appointment hours worked as noted below will not count toward a unit's overtime trigger:

- 1) For units without holiday obligation, hours that occur as a result of paid, unworked holiday time;
- 2) Hours worked as a result of an employee request for time off related to incremental PTO access language<sup>29</sup>.
- 3) Hours worked as a result of coverage for an employee on extended sick time or a FMLA related absence for which the \$8.00/hour premium is paid<sup>30</sup>;
- 4) Prescheduled over appointment hours, including over appointment hours during a holiday week<sup>31</sup>.

When a unit is holding a position for an employee who is on extended sick time/FMLA, those hours, which are covered by supplemental staff, Per Diem, unit-based temporary and CSR/ACNRP temporary staff, will be included in the calculation of total productive hours.

**INTENT NOTE**  
**ARTICLE 20-A: PER DIEM EMPLOYEE**

185R.4 Post ratification (March 22, 2013), all current Per Diems will become unit-based temporary employees. The review of the total number of hours worked for the 400-hour threshold will begin with the annual period of January - December 2013. A Per Diem employee who terminates employment and is subsequently rehired to a unit-based temporary position shall be reclassified as a Per Diem employee after reemployment.

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<sup>29</sup> see Paragraph 333P.1

<sup>30</sup> see Paragraph 185P

<sup>31</sup> Including holiday weeks; see Paragraph 355

## ADDENDUM B

### INCREMENTAL PTO

An employee may access incremental PTO provided the employee has enough PTO to cover the time and complies with the following steps:

#### *Scheduled Absence* Onestaff code o

An employee who needs additional time off of at least two (2) hours is responsible for obtaining a commitment from another employee in writing.

At least 24 hours in advance of the needed time off, the employee will provide the manager notice of the need for time off and the written commitment from the other employee.

- The employee coverage may be any of the following:
- An even trade with another employee
  - CSR/ACNRP regular or temporary staff
  - Over appointment
  - Per Diem staff
  - Unit-based temporary staff
  - Overtime
  - On-call

- Hours committed through this process DO NOT:
- Count toward the unit overtime trigger
  - Count toward the individual overtime limit
  - Count toward the temporary hour limit
  - Count toward the annual PTO allocation process

The coverage may be changed or cancelled at the discretion of the manager. On-call may be cancelled within 24 hours without penalty.

\*Employees may use this process to extend a vacation by no more than two days, provided the employee who is covering the time is not working overtime. Employees may not use this vacation extension during a holiday week.

#### *Unscheduled Absence* Onestaff code w Onestaff code w

Employee needs that arise with less than 24 hours notice, for which the employee does not obtain their own coverage.

- The unit process to fill requests that occur after schedule request time less than 24 hours:
- Submit CSR/ACNRP requests
  - Seek volunteers for over-appointment hours
  - Seek Per Diem availability
  - Seek unit-based temp availability
  - Review standing overtime requests, if applicable
  - Seek volunteers for overtime hours
  - Mandate if necessary

- Hours committed through this process DO:
- Count toward the unit overtime trigger
  - Count toward the individual overtime limit
  - Count toward the temporary hour limit