24/7 Overtime Logs

Name	# of rolling occurrence	Date of last occurrence	3/18	3/19	3/20	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31
Tammy	4	3/6/01								4h		2X	off	F		
Diane	1	3/2/01			4h	X 4h	X 4h	X 4h			4h					
Cathy	3	3/15/01	Y			4h		Y 4.5	Y 4h	Y 5h						
John	1	3/15/01				X 6hr	X 4.	X 4h			4h					

Name	# of rolling occurrence	Date of last occurrence	4/1	4/2	4/3	4/4	4/5	4/6	4/7	4/8	4/9	4/10	4/11	4/12	4/13	4/14
Tammy	8	3/29/01														
Diane	5	3/26/01														
Cathy	4	3/21/01														
John	5	3/26/01														

Example Scenario's

1. On 3/20 the unit needs 1 person to stay for OT, who stays if no one volunteers? Diane. John and Diane have same # of occurrences, John did it most recently

2. On 3/21 the unit needs one more person to stay. Tammy and Cathy volunteer. Who stays? Cathy, she has less occurrences

3. On 3/25 the unit needs someone to stay, who is it this time? Tammy. She has equal occurrences with John and Cathy, but they stayed most recently

4. Diane and John both volunteer to stay on 3/26. Do either of them quality for the Over Limit Premium (OLP)? Diane gets it for all 4 hours worked. John gets it for 2.5 hours.

5. Does Cathy qualify for the OLP? No. When OT/OA is signed up for prior to the schedule being posted OT/OA does not count toward the individual limit.

6. On 3/27 the unit needs someone to stay. Tammy says she'll work a double if she can have the next day off. Do the 8 hours count toward the individual limit? No. For an employee who incurs daily OT but does not exceed their weekly appointment fraction, the OT is recorded on the equity log but not the scheduling period log. The hours do not count toward the 16-hour limit. It does count as the date of the last occurrence

7. How does the log roll over for the next period?
Starting on the next period:

Key for Overtime Logs

Occurrence **= number of hours of OT/OA determined by the unit's Workload Review**
                 Committee
4: an example of the # of OT/OA hours worked on that day
Y: OA signed up before the schedule is posted
X: OT/OA signed up after the schedule is posted
OC: On call signed up for but not yet worked
OC-4: On call worked (# = the hours of call that were worked
F: Floated to another unit to work