

SOURCE	O.N.A.		
EFF.	01	10	84
TERM.	31	03	86
NO. OF EMPLOYEES	77		
NOMBRE D'EMPLOYÉS	77		

Ways

signed 8-7-85

Full-time

COLLECTIVE AGREEMENT

BETWEEN: WEST PARK HOSPITAL

(hereinafter referred to as "the Hospital")

- and -

ONTARIO NURSES' ASSOCIATION
(hereinafter referred to as "the Association")

EXPIRY: 31 March, 1986

1985

Done re 01

ENTERED

0562001

~~827503004~~

WEST PARK HOSPITAL

SALARY SCALES

EFFECTIVE: October 1, 1984

NURSING

		START	AFTER 1 YR.	AFTER 2 YRS.	AFTER 3 YRS.	AFTER 4 YRS.	AFTER 5 YRS.	AFTER 6 YRS.	AFTER 7 YRS.
<u>Registered Nurse</u>	Monthly	\$2,283.28	\$2,313.32	\$2,349.38	\$2,391.44	\$2,439.51	\$2,487.58	\$2,541.65	\$2,611.73
	Bi-weekly	1,053.822	1,067.686	1,084.329	1,103.742	1,125.928	1,148.114	1,173.069	1,200.798
<u>Graduate Nurse</u> (non-registered)	Monthly	\$2,215.98	\$2,242.42						
	Bi-weekly	1,022.760	1,034.963						

APPENDIX 5

APPENDIX ON LOCAL ISSUES

ARTICLE A - RECOGNITION AND DEFINITIONS

- A-1 The Hospital recognizes that in accordance with the "**Certificate**" issued by the Ontario Labour Relations Board and dated at Toronto on the 28th day of September, 1979 the Ontario Nurses' Association is the bargaining agent of all registered and graduate nurses engaged in a nursing capacity by West Park Hospital in the Borough of York, save and except Head Nurses, persons above the rank of Head Nurse and persons regularly employed for not more than twenty-four (24) hours per week.
- A-2 The word "nurses" when used in this Agreement shall mean persons included in the bargaining unit as set out in clause A-1.
- A-3 "Supervisor" or "Immediate Supervisor", when used in this Agreement shall mean the first supervisory level excluded from the bargaining unit.

ARTICLE B - MANAGEMENT RIGHTS

- B-1 The Association recognizes that the management of the Hospital and the direction of the working forces are fixed exclusively in the Hospital and shall remain solely with the Hospital except as specifically limited by the provisions of this Agreement, and without restricting the generality of the foregoing, the Association acknowledges that it is the exclusive function of the Hospital to:
- (a) Maintain order, discipline and efficiency;
 - (b) hire, assign, retire, discharge, direct, promote, demote, classify, transfer, lay-off, recall and suspend or otherwise discipline nurses, provided that any such

action contrary to the provisions of this Agreement may be subject to a grievance and dealt with as provided herein;

- (c) determine in the interest of efficient operation and highest standard of service, job rating or classification, the hours of work, work assignments, methods of doing the work and the working establishment for the service;
- (d) generally to manage the operation that the Hospital is engaged in and without restricting the generality of the foregoing, to determine the number of personnel required, the services to be performed, and the methods, procedure and equipment in connection therewith;
- (e) make and enforce and alter from time to time rules and regulations to be observed by the nurses not inconsistent with the provisions of this Agreement;
- (f) generally to operate the West Park Hospital in a manner consistent with the obligations of the Hospital to the general public in the communities served.

B-2 These rights shall not be exercised in a manner inconsistent with the provisions of this Agreement.

ARTICLE C - COMMITTEES AND REPRESENTATIVES

C-1 Nurse Representatives

The Hospital shall recognize nurse representatives from the following areas:

- Ruddy Building, R2, R3 and R4 - 3
- one nurse per floor - 1
- R5 and R6 - 1
- 3 West - 1
- 2 West - 1
- 3 East - 1
- 2 East, CSR-Clinic and Day Hospital - 1

In the event a nurse representative is not available in a designated area a nurse representative from another area may substitute on a temporary basis.

C-2 Negotiating Committee

There shall be a Negotiating Committee of up to three (3) nurses.

C-3 Grievance Committee

There shall be a Grievance Committee of up to three (3) nurses.

C-4 Hospital-Association Committee

This Committee shall be comprised of three (3) members representing the Association, and three (3) members representing the Hospital.

C-5 The interview period as provided for in Article 5.06 will be scheduled during the nurse's probationary period.

ARTICLE D - SENIORITY LIST

D-1 The seniority list as provided for in Article 10.02 will be filed with the Association and posted on December 1st of each year.

ARTICLE E - HOURS OF WORK - SCHEDULING

E-1 The paid rest periods as provided for in Article 13.01 (b) will be scheduled during each half tour.

E-2 The unpaid meal period as provided for in Article 13.01 (a) (i) will be scheduled by the Hospital.

E-3 Scheduling Regulations

The Hospital will maintain the following working schedules:

(a) **No** less than two (2) consecutive tours off

between changes of shifts, unless otherwise agreed ;

- (b) A request by a nurse for a change of scheduled working hours must be submitted to the Head Nurse for her approval, in writing and co-signed by the nurse willing to exchange tours.
- (c) A nurse will be scheduled off at least four (4) days in any two (2) week period, including at least one (1) period of two (2) consecutive days off, and a minimum of split days will be scheduled;
- (d) Nurses will not be scheduled to work more than seven (7) consecutive days, unless by request of or agreement by the nurse;
- (e) These scheduling regulations included in E-3 and clauses E-4 and E-5 may be waived between December 15 and January 15 to provide for Christmas and New Year's scheduling. Nurses will be scheduled off at least five (5) consecutive days at either Christmas or New Year's. Each nurse will be advised of time off four (4) weeks in advance;
- (f) Schedules will be posted two (2) weeks in advance and will cover a four (4) week period;
- (g) Where a nurse normally rotates, at least fifty percent (50%) of her tours shall be scheduled on a day tour unless otherwise mutually agreed;
- (h) At least forty-eight (48) hours time off shall be scheduled following the night tour when changing schedules to either the day tour or the evening tour.
- (i) No split tours;
- (j) For the purposes of this Article the first tour of the day will be considered to be the day tour.

- E-4 For the purpose of scheduling, weekends shall be defined as consisting of any fifty-six (56) consecutive hour period following the Friday day tour to the Monday day tour inclusive.
- E-5 A nurse will receive premium pay as provided for in Article 14.03 for all hours worked on a third consecutive and subsequent weekend save and except where:
- (i) Such weekend has been worked by the nurse to satisfy specific days off requested by such nurse; or
 - (ii) such nurse has requested weekend work; or
 - (iii) such weekend is worked as a result of any exchange of shifts with another nurse and which has been approved by the Head Nurse.
- E-6 A nurse who elects to take time off in lieu of payment for overtime as provided for in Article 14.09 must do so within a period of thirty (30) consecutive days of the date on which she worked overtime. The scheduling of the time off will be by mutual agreement between the nurse and the Hospital. If the time off cannot be scheduled within the said time period the nurse will be paid for the time.

ARTICLE F - PAID HOLIDAYS

- F-1 The following shall be recognized as holidays and payment for same is as provided for in Article 15:
- | | |
|-------------------|---------------------|
| New Year's Day | Civic Holiday |
| Good Friday | Labour Day |
| Easter Monday | Thanksgiving Day |
| Victoria Day | Christmas Day |
| Dominion Day | Day After Christmas |
| Nurse's Birthday. | |
- F-2 A nurse who is entitled to a lieu day as provided for in Article 15.05, such day shall be granted within sixty (60) days after the date on which the holiday was observed, to be taken on a day

arranged between the nurse and her Immediate Supervisor.

- F-3 A nurse who is entitled to a day as provided for in Article 15.04 (a) and 15.04 (b) the nurse will receive a lieu day off at a time arranged between the nurse and her Immediate Supervisor
- F-4 The parties hereto recognize that the Hospital must extend daily service to patients and that the Hospital operates on a twenty-four (24) hour, seven (7) day a week basis; it is therefore necessary to retain a large portion of the nurse complement even on holidays. When a paid holiday falls on a Friday or a Monday, the Hospital will endeavour to provide the holiday off to full-time nurses who are scheduled off on the weekend immediately adjacent to the holiday. Similarly, the Hospital will endeavour to schedule nurses who are scheduled on the weekend immediately adjacent to the holiday to work on the paid holiday. This provision is not applicable to Christmas Day, Boxing Day, New Year's Day, Easter Monday and Good Friday.
- F-5 For purposes of this Article in the matter of the determining of the time period for which a nurse will be paid overtime premium when working on a holiday will be from the commencement of the day tour on the holiday to the completion of the night tour.

ARTICLE G - VACATION

- G-1 It is understood and agreed that vacation weeks are not necessarily continuous, however, the Hospital will endeavour to accommodate the wishes of the nurses with respect to the choice of vacation dates and the continuity of weeks subject to the needs to meet the operating requirements of the Hospital.
- G-2 Prior to leaving on vacation, nurses shall be notified of the date and time on which to report for work following vacation.
- G-3 All requests for vacation shall be submitted in

writing to the Head Nurse by March 1st of each year. All vacation requests will be processed by the 15th of April and will be posted. Vacation requests which are not applied for previous to March 1st will be considered on an individual basis, but **it** is understood that nurses must give at least eight (8) weeks' notice.

G-4 In scheduling vacation time off preference will be given to nurses in accordance with their seniority provided the nurse exercises this right by March 1st of each year, after which time preference will be allocated on a first come first served basis.

Seniority as it applies to this clause is based on a nurse's Hospital seniority and which may be exercised in the unit to which she has been assigned.

G-5 A nurse will be scheduled off for the Saturday and Sunday following a vacation that terminates on a Friday.

G-6 The vacation year for the purpose of entitlement shall be from the 1st of July in one year to the 30th of June of the next year and all vacation earned up to and including the 30th of June in any year must be taken before the **31st** of March of the following year. Due to the necessity of allowing **as** many nurses off as possible over the Christmas and New Year's holidays, vacations will not be scheduled for the period from December 18th to January 8th.

G-7 **It** is understood and agreed that after six (6) months of continuous service a nurse will be eligible to take vacation entitlement she has accumulated to **that** date subject to the provisions of clauses **G-1** and **G3**.

G-8 Vacation pay shall be paid to all nurses in advance of their vacation if requested, and the request must be submitted by the nurse to her Head Nurse or her designate not later than the 12th of the month immediately prior to the month in which she is scheduled for vacation.

ARTICLE H - BULLETIN BOARDS

H-1 The Hospital will provide bulletin board space in areas designated by the Hospital for the purpose of posting of notices by the Association. All notices must be signed by a member of the Association Executive and submitted to the Hospital Executive Director or her appointee. No notice will be posted until it has been approved by the Executive Director or her appointee. Such approval shall not be unreasonably denied.

ARTICLE I - ASSOCIATION LEAVE

I-1 Leave of absence for Association business shall be granted up to an aggregate total of thirty-five (35) days in any calendar year. This combined total shall be calculated by adding together the number of days granted to each individual nurse. Requests for leave must be in writing and submitted by the nurse not less than fourteen (14) days prior to the date of the requested leave. Not more than two (2) nurses will be absent at the same time. Leave of absence under this clause will not be arbitrarily withheld. Additional leave up to an aggregate maximum of fifty (50) days may be granted at the discretion of the Hospital.

ARTICLE J - SICK LEAVE

J-1 In order to qualify for sick leave a nurse must notify her Immediate Supervisor at least one (1) hour prior to the beginning of a scheduled day tour; and at least three (3) hours prior to the beginning of a scheduled afternoon or night tour, save and except in emergency situations where for reasons satisfactory to the Hospital, the nurse is unable to do so.



ONTARIO NURSES ASSOCIATION GRIEVANCE REPORT



ONA LOCAL
GRIEVOR
DEPARTMENT

EMPLOYER

GRIEVANCE
NUMBER

STEP	DATE SUBMITTED TO EMPLOYER
1.	
2.	
3.	

NATURE OF GRIEVANCE AND DATE OF OCCURRENCE

SETTLEMENT REQUESTED

SIGNATURE OF GRIEVOR

SIGNATURE OF ASSOCIATION REPRESENTATIVE

STEP

EMPLOYER'S ANSWER

DATE:

ONE

SIGNATURE & POSITION OF EMPLOYERS REPRESENTATIVE



DATE RECEIVED BY LOCAL

STEP

EMPLOYER'S ANSWER

DATE:

TWO

SIGNATURE & POSITION OF EMPLOYERS REPRESENTATIVE



DATE RECEIVED BY LOCAL

STEP

EMPLOYER'S ANSWER

DATE:

THREE

SIGNATURE & POSITION OF EMPLOYER'S REPRESENTATIVE



DATE RECEIVED BY LOCAL

APPENDIX 4

LIST OF CHAIRPERSONS

PROFESSIONAL RESPONSIBILITY
ASSESSMENT COMMITTEE

1. Miss Joyce Bailey
Assistant Administrator
Patient Services
The Wellesley Hospital
Toronto, Ontario
2. Dean Alice Baumgart
School of Nursing
Queen's University
Kingston, Ontario
3. Ms. Margaret Charters
Assistant Administrator
Nursing and Patient Care
Hamilton Civic Hospital
Hamilton, Ontario
4. Mrs. Roxie Edwards
Assistant Administrator
Patient Care
Chatham Public General
Hospital
Chatham, Ontario
5. Dr. Josephine Flaherty
Principal Nursing Officer
Health and Welfare Canada
Ottawa, Ontario
6. Ms. Maxine Pastirik
54-3rd Street
Welland, Ontario
7. Ms. Barbara Harris
Instructor Nursing Dept.
Ryerson Polytechnical
Institute
Toronto, Ontario
8. Ms. Gwen Hefferman
Assistant Director
Nursing Services
In-Service Education
Ottawa Civic Hospital
Ottawa, Ontario
9. Ms. Mary Jamieson
Assistant Executive Director
Patient Care
Sarnia General Hospital
Sarnia, Ontario
10. Dean Phyllis Jones
Faculty of Nursing
University of Toronto
Toronto, Ontario
11. Ms. Patricia Kirkby
Chairman Diploma
Nursing Program
Lambton College
Sarnia, Ontario
12. Ms. Louise Lemieux-Charles
Director of Nursing Practice
Surgical Services
Toronto General Hospital
Toronto, Ontario
13. Dr. Lucille Peszat
Ontario Institute
for Studies in Education
Higher Education Dept.
Toronto, Ontario
14. Ms. Glenna Rowsell
Director Labour Relations
Canadian Nurses' Association
Ottawa, Ontario
15. Ms. Helen Taylor
Director of Nursing
Montreal General Hospital
Montreal, Quebec
16. Ms. Judy Tiivel
Teacher Staff Development
Department of Nursing
Toronto General Hospital
Toronto, Ontario
17. Ms. Kathleen Webb
Director of Nursing
Humber Memorial Hospital
Toronto, Ontario

Dated at Toronto, Ontario, this 8th day of July 1985.

FOR THE HOSPITAL

Marlene A Macans

Mary S. Allen

R. D. Law

FOR THE UNION

Michelle Lynn

S. Oak Nutty

M. P. Lee

LETTER OF UNDERSTANDING

BETWEEN :

WEST PARK HOSPITAL

AND

ONTARIO NURSES' ASSOCIATION

Should there be any discrepancy between the wording in this Agreement and the document originally signed at Central Negotiations, between the Participating Hospitals and the Ontario Nurses' Association, the Central document will supersede this Agreement.

Dated at Toronto, Ontario, this 8th day of JULY 1985.

FOR THE HOSPITAL

Marlene A. Driscoll
Mary S. Adam
[Signature]

FOR THE UNION

Michelle Ryan
A. Dale Kuty
M. Peters

FULL-TIME

COLLECTIVE AGREEMENT

BETWEEN

WEST PARK HOSPITAL, TORONTO
(Hereinafter called the "Hospital")

AND

ONTARIO NURSES' ASSOCIATION
(Hereinafter called the "Association")

EXPIRY DATE: September 30, 1984

O.N.A.	
01 10 82	
30 09.84	
EMPLOYED	
FROM	
TO	97

SEP 10 1983

821 5 030 04

APPENDIX 1

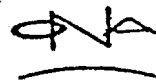
FULL-TIME

SALARY SCHEDULE AND CLASSIFICATIONS

MONTHLY RATES

<u>Classification</u>	<u>Effective</u>	<u>Start</u>	<u>After 1 Yr.</u>	<u>After 2 Yrs.</u>	<u>After 3 Yrs.</u>	<u>After 4 Yrs.</u>	<u>After 5 Yrs.</u>	<u>After 6 Yrs.</u>	<u>After 7 Yrs.</u>
Registered Nurse	Oct. 1, 1982	2071.00	2098.25	2130.95	2169.10	2212.70	2256.30	2305.35	2359.85
	Oct. 1, 1983	2174.55	2203.16	2237.50	2277.56	2323.34	2369.12	2420.62	2477.84
Graduate Nurse (Non-Registered)	Oct. 1, 1982	2009.96	2033.94						
	Oct. 1, 1983	2110.46	2135.64						

GRIEVANCE REPORT



ONAL LOCAL
GRIEVOR
DEPARTMENT

EMPLOYER

GRIEVANCE
NUMBER

STEP	DATE SUBMITTED TO EMPLOYER
1.	
2.	
3.	

NATURE OF GRIEVANCE AND DATE OF OCCURRENCE

SETTLEMENT REQUESTED

SIGNATURE
OF GRIEVOR

SIGNATURE OF
ASSOCIATION REPRESENTATIVE

EMPLOYERS ANSWER

DATE:

SIGNATURE & POSITION OF EMPLOYER'S REPRESENTATIVE:

DATE RECEIVED BY LOCAL

EMPLOYER'S ANSWER

DATE:

SIGNATURE & POSITION OF EMPLOYER'S REPRESENTATIVE:

DATE RECEIVED BY LOCAL

EMPLOYER'S ANSWER

DATE:

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 - (b) hire, assign, retire, discharge, direct, promote, demote, classify, transfer, lay-off, recall and suspend or otherwise discipline nurses, provided that any such action contrary to the provisions of this Agreement may be subject to a grievance and dealt with as provided herein;
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- (d) generally to manage the operation that the Hospital is engaged in and without restricting the generality of the foregoing, to determine the number of personnel required, the services to be performed, and the methods, procedure and equipment in connection therewith;
- (e) make and enforce and alter from time to time rules and regulations to be observed by the nurses not inconsistent with the provisions of this Agreement;
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ARTICLE C - COMMITTEES AND REPRESENTATIVES

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- one nurse per floor
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- 2 West** - 1
- 3 East - 1
- 2 East, CSR-Clinic and Day Hospital - 1
- Casual Part-time - 1

In the event a nurse representative is not available in a designated area a nurse representative from another area may substitute on **a** temporary **basis**.

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There shall be a Negotiating Committee of up to three (3) nurses,

C-3 Grievance Committee

There shall be a Grievance Committee of up to three (3) nurses.

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This Committee shall be comprised of two (2) members representing the Association, and two (2) members representing the Hospital;

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D-1 The seniority list as provided for in Article 10.02 will be filed with the Association and posted on December 1st of each year.

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E-2 The unpaid meal period as provided for in Article 13.01 (a) (i) will be scheduled by the Hospital.

E-3 Scheduling Regulations

The Hospital will maintain the following working schedules:

- (a) No less than two (2) consecutive tours off between changes of shifts, unless otherwise agreed;
- (b) A request by a nurse for a change of scheduled working hours must be submitted to the Head Nurse for her approval, in writing, and co-signed by the nurse willing to exchange tours;
- (c) A nurse will be scheduled off at least four (4) days in any two (2) week period, including at least one (1) period of two (2) consecutive days off, and a minimum of split days will be scheduled;
- (d) Nurses will not be scheduled to work more than seven (7) consecutive days, unless by request of or agreement by the nurse;
- (e) These scheduling regulations included in E-3 and clauses E-4 and E-5 may be waived between December 15 and January 15 to provide for Christmas and New Year's scheduling. Nurses will be scheduled off at least five (5) consecutive days at either Christmas or New Year's. Each nurse will be advised of time off four (4) weeks in advance;
- (f) Schedules will be posted two (2) weeks in advance and will cover a four (4) week period;
- (g) Where a nurse normally rotates, at least fifty percent (50%) of her tours shall be scheduled on a day tour unless otherwise mutually agreed;
- (h) At least forty-eight (48) hours time off shall be scheduled following the night tour when changing schedules to either the day tour or the evening tour.

- (i) No split tours;
- (j) For the purposes of this Article the first tour of the day will be considered to be the day tour.

E-4 For the purpose of scheduling, weekends shall be defined as consisting of any fifty-six (56) consecutive hour period following the Friday day tour to the Monday day tour inclusive.

E-5 A nurse will receive premium pay as provided for in Article 14.03 for all hours worked on a third consecutive and subsequent weekend save and except where:

- (i) Such weekend has been worked by the nurse to satisfy specific days off requested by such nurse; or
- (ii) such nurse has requested weekend work; or
- (iii) such weekend is worked as a result of any exchange of shifts with another nurse and which has been approved by the Head Nurse.

E-6 A nurse who elects to take time off in lieu of payment for overtime as provided for in Article 14.09 must do so within a period of thirty (30) consecutive days of the date on which she worked overtime. The scheduling of the time off will be by mutual agreement between the nurse and the Hospital. if the time off cannot be scheduled within the said time period the nurse will be paid for the time.

ARTICLE F - PAID HOLIDAYS

F-1 The following shall be recognized as holidays and payment for same is as provided for in Article 15.

New Year's Day	Civic Holiday
Good Friday	Labour Day
Easter Monday	Thanksgiving Day
Victoria Day	Christmas Day
Dominion Day	Day after Christmas
Nurse's Birthday.	

F-2 A nurse who is entitled to a lieu day as provided for in Article 15.05, such day shall be granted within sixty (60) days after the date on which the holiday was observed, to be taken on a day arranged between the nurse and her Immediate supervisor.

F-3 A nurse who is entitled to a day as provided for in Article 15.04 (a) and 15.04 (b) the nurse will receive a lieu day off at a time arranged between the nurse and her Immediate Supervisor.

F-4 The parties hereto recognize that the Hospital must extend daily service to patients and that the Hospital operates on a twenty-four (24) hour, seven (7) day a week basis; it

is therefore necessary to retain a large portion of the nurse complement even on holidays. The Hospital will endeavour to schedule as many full-time nurses off as possible on a holiday **and** will make every effort to provide for the scheduling off of nurses, on holidays, on an equitable a basis as possible, having regard to the efficient operation of the Hospital.

- F-5** For purposes of this Article in the matter of the determining of the time period for which a nurse will be paid overtime premium when working on a holiday will be from the commencement of the day tour on the holiday to the completion of the night tour,

ARTICLE G - VACATION

- G-1** It is understood and agreed that vacation weeks are not necessarily continuous, however, the Hospital will endeavour to accommodate the wishes of the nurses with respect to the choice of vacation dates and the continuity of weeks subject to the needs to meet the operating requirements of the Hospital.
- G-2** Prior to leaving on vacation, nurses shall be notified of the date and time on which to report for work following vacation.
- G-3** All requests for vacation shall be submitted on the vacation request form provided on the nursing unit by March 1st of each year. All vacation requests will be processed by the 15th of **April** and will be posted. Vacation requests which are **not** applied **for** previous to March 1st. will be considered on an individual basis, but it is understood that nurses must give at least eight **(8)** week's notice.
- G-4** In scheduling vacation time off preference will be given to nurses in accordance with their seniority provided the nurse exercises this right, by March 1st of each year, after which time preference will be allocated on a first come first served basis.
- Seniority as it applies to this clause is based on a nurse's Hospital Seniority and which may be exercised in the unit to which she has been assigned.
- G-5** A nurse will be scheduled off for the Saturday and Sunday following a vacation that terminates on a Friday.
- G-6** The vacation year for the purpose of entitlement shall be from the 1st of July in one year to the 30th of June of the next year and all vacation earned up to and including the 30th of June in any year must be taken before the 31st of March of the following year. Due to the necessity of allowing **as** many nurses off as possible over the

Christmas and New Year's holidays, vacations will not be scheduled for the period from December 15th to January 15th.

- G-7 It is understood and agreed that after six (6) months of continuous service a nurse will be eligible to take vacation entitlement she has accumulated to that date subject to the provisions of clauses G-1 and G-3.
- G-8 Vacation pay shall be paid to all nurses in advance of their vacation if requested, and the request must be submitted by the nurse to her Head Nurse or her designate not later than the 12th of the month immediately prior to the month in which she is scheduled for vacation.

ARTICLE H- BULLETIN BOARDS

- H-1 The Hospital will provide bulletin board space in areas designated by the Hospital for the purpose of posting of notices by the Association. All notices must be signed by a member of the Association Executive and submitted to the Hospital Executive Director or her appointee. No notice will be posted until it has been approved by the Executive Director or her appointee. Such approval shall not be unreasonably denied,

ARTICLE I - ASSOCIATION LEAVE

- I-1 Leave of absence for Association business shall be granted up to an aggregate total of thirty-five (35) days in any calendar year. This combined total shall be calculated by adding together the number of days granted to each individual nurse. Requests for leave must be in writing and submitted by the nurse not less than fourteen (14) days prior to the date of the requested leave. Not more than two (2) nurses will be absent at the same time. Leave of absence under this clause will not be arbitrarily withheld.

ARTICLE J - SICK LEAVE

- J-I In order to qualify for sick leave a nurse must notify her Immediate Supervisor at least one (1) hour prior to the beginning of a scheduled day tour; and at least three (3) hours prior to the beginning of a scheduled afternoon or night tour, save and except in emergency situations where for reasons satisfactory to the Hospital, the nurse is unable to do so.

LETTER OF UNDERSTANDING

BETWEEN :

WEST PARK HOSPITAL

AND

ONTARIO NURSES' ASSOCIATION

Should there be any discrepancy between the working in this Agreement and the document originally signed at Central Negotiations, between the Participating Hospitals and the Ontario Nurses' Association, the Central document will supercede this Agreement.

DATED at TORONTO this 9th day of June, 1983.

FOR THE HOSPITAL

Meyer Hageman
[Signature]

Marlene Means

FOR THE UNION

Michelle Ryan
[Signature]

M. Peters

G. Baggeley