

SOURCE	OIVA		
EFF.	86	04	01
TERM.	88	03	31
No. OF EMPLOYEES	14		
NOMBRE D'EMPLOYÉS	14		

COLLECTIVE AGREEMENT

between

CAMPBELLFORD MEMORIAL HOSPITAL
(hereinafter referred to as the "Hospital")

and

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

FULL-TIME

April 1, 1986 - March 31, 1988

OCT 13 1988

604202

APPENDIX 2
LIST OF CHAIRPERSONS

PROFESSIONAL RESPONSIBILITY
NURSING ASSESSMENT COMMITTEE

1. Hiss Joyce Bailey
Executive Director
Wellesley Hospital
Toronto, Ontario
2. Dr. Alice Baumgart
School of Nursing
Queen's University
Kingston, Ontario
3. Ms. Margaret Charter⁶
Assistant Administrator
Nursing and Patient Care
Hamilton Civic Hospital
Hamilton, Ontario
4. Mrs. Roxy Edwards
Executive Director
Bruce Peninsula &
District Memorial
Hospital
Warton, Ontario
5. Dr. Josephine Flaherty
Principal Nursing Officer
Health and Welfare Canada
Ottawa, Ontario
6. Ms. Barbara Harris
Instructor Nursing Dept.
Ryerson Polytechnical
Institute
Toronto, Ontario
7. Mrs. Gwen Befferman
Assistant Director
Nursing Services
In-Service Education
Ottawa Civic Hospital
Ottawa, Ontario
8. Ms. Mary Jamieson
Assistant Executive Director
Toronto, Ontario
Patient Care
Sarnia General Hospital
Sarnia, Ontario
9. Dean Phyllis Jones
Faculty of Nursing
University of Toronto
Toronto, Ontario
10. Ms. Patricia Kirby
Chairman Diploma Nursing
Program
Lambton College
Sarnia, Ontario
11. Ms. Louise Lemieux-Charles
Director Nursing Practice
Surgical Services
Toronto General Hospital
Toronto, Ontario
12. Ms. Maxine Pastirik
Welland, Ontario
13. Dr. Lucille Peszat
Canadian Centre for Stress
and Well Being
Toronto, Ontario
14. Ms. Glenna Rowsell
Worklife Affairs Manager
Canadian Nurses' Association
Ottawa, Ontario
15. Mrs. Belen Taylor
Toronto, Ontario
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

APPENDIX 3 - SALARY SCHEDULE

Classification - Registered Nurse
(Monthly rates)

A.01 Effective April 1, 1986

<u>START</u>	<u>AFTER</u> <u>1 yr.</u>	<u>AFTER</u> <u>2 yrs.</u>	<u>AFTER</u> <u>3 yrs.</u>	<u>AFTER</u> <u>4 yrs.</u>	<u>AFTER</u> <u>5 yrs.</u>	<u>AFTER</u> <u>6 yrs.</u>	<u>AFTER</u> <u>7 yrs.</u>
2422.11	2453.97	2492.22	2536.84	2587.83	2638.82	2696.18	2759.91

(Hourly Rates)

14.91	15.10	15.34	15.61	15.93	16.24	16.59	16.98
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A.02 Effective April 1, 1987
(Monthly Rate)

2525.05	2558.26	2598.14	2644.66	2697.81	2750.97	2810.77	2877.21
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(Hourly Rates)

15.54	15.74	15.99	16.27	16.60	16.93	17.30	17.71
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Classification - Head Nurse
(Monthly Rates)

A.03 Effective April 1, 1986

2588.75	2619.35	2656.45	2702.24	2750.60	2801.90	2860.10	2925.23
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(Hourly Rates)

15.93	16.12	16.35	16.63	16.93	17.24	17.60	18.00
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A.04 Effective April 1, 1987

(Monthly Rate)

2698.77	2730.67	2769.35	2817.08	2867.50	2920.98	2981.65	3049.55
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(Hourly Rates)

16.61	16.80	17.04	17.33	17.65	17.97	18.35	18.77
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Classification - Graduate Nurse

A.05 Effective April 1, 1986

(Monthly Rates)

2338.28 2371.51 2409.47

(Hourly Rates)

14.39 14.59 14.83

A.06 Effective April 1, 1987

(Monthly Rates)

2437.66 2472.30 2511.87

(Hourly Rates)

15.00 15.21 15.46

APPENDIX 4 - SUPERIOR CONDITIONS

1. A nurse classified as a Head Nurse, who has less than one (1) year of continuous service in the classification as of December 31st, shall receive a vacation calculated at one and two-thirds (1-2/3) days per month for each completed month of service in the classification, with pay, at the regular straight time hourly rate. Where the Head Nurse is a new employee in her first year of employment, she shall be advanced one (1) week's vacation entitlement, if so requested, after six (6) months' service with the Hospital.
2. A nurse classified as a Bead Nurse who has one (1) year or more of continuous service in the classification as of December 31st of any year, shall be entitled to a vacation of twenty (20) working days with pay, at her regular straight time hourly rate.
3. A nurse classified as a Head Nurse who has completed seven (7) years of continuous service in the classification, or twelve (12) years of continuous service with the Hospital as of December 31st of any year, shall be entitled to a vacation of twenty-five (25) working days with pay at her regular straight time hourly rate. Notwithstanding the foregoing, nurses employed after August 11, 1982, shall become entitled to twenty-five (25) working days with pay following the completion of twenty (20) years of continuous service as of December 31st of any year.
4. A nurse who has completed twelve (12) years or more of continuous service, as of December 31st of any year, shall be entitled to a vacation of twenty-five (25) working days with pay at her regular straight time hourly rate. Notwithstanding the foregoing, nurses employed after August 11, 1980, shall receive vacation as set out in Article 16.

APPENDIX 5

APPENDIX TO THE

COLLECTIVE AGREEMENT

between

CAMPBELLFORD MEMORIAL HOSPITAL
(hereinafter referred to as the "Hospital")

and

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

ARTICLE A - RECOGNITION

- A.1 The Hospital recognizes the Association as the sole bargaining agent for all registered and graduate nurses employed in a nursing capacity at Campbellford Memorial Hospital, Campbellford, save and except Nursing Supervisors and persons above the rank of Nursing Supervisor, and persons regularly employed for not more than twenty-four (24) hours per week.
- A.2 The word "nurses" when used throughout this Agreement shall mean persons included in the above described bargaining unit.
- A.3 The words "Immediate Supervisor" wherever used in this Agreement shall mean the Head Nurse, or Supervisor, to whom the nurse usually reports for duty.

ARTICLE B - MANAGEMENT FUNCTIONS

- B.1 The Association recognizes that the management of the Hospital and the direction of the working force are fixed exclusively in the Employer, and shall remain solely with the Employer, except as specifically limited by a provision of this Agreement. Without restricting the generality of the foregoing, the Association acknowledges that it is the exclusive function of the Employer to:
- (a) To maintain order, discipline and efficiency: and to establish and from time to time alter, rules and regulations to be observed by the nurses. Such rules and regulations and any changes thereto shall be communicated to the nurses and the Association, and shall be posted on the Association bulletin boards.
 - (b) To direct the working forces and to decide on the number of nurses needed by the Hospital at any time, and to decide on the use of new or improved or changed methods and equipment.
 - (c) To hire, discharge, retire, transfer, promote, demote, layoff, suspend or otherwise discipline nurses, provided that a claim of unjust promotion, demotion, transfer, layoff or suspension or a claim that a nurse has been discharged or disciplined unjustly, may be the subject of a grievance and dealt with as hereinafter provided.
- B.2 It is agreed that these rights shall not be exercised in a manner inconsistent with the provisions of this Agreement.

ARTICLE C - COMMITTEES AND REPRESENTATIVES

C.1 (a) Nurse Representatives

There shall be a nurse representative from each of the three (3) different areas of the Hospital.

(b) Grievance Committee

The Grievance Committee shall be composed of not more than three (3) nurses.

(c) Negotiating Committee

The Negotiating Committee shall be composed of not more than three (3) nurses.

(d) Hospital-Association Committee

The Hospital-Association Committee shall be composed of three (3) representatives from each party.

C.2 The Association interview for newly hired nurses shall be scheduled during the probationary period.

ARTICLE D - SCHEDULING REGULATIONS

D.1 The following scheduling regulations will apply:

(a) At least every third weekend off. Nurses employed in the Head Nurse classification who presently receive every weekend off, shall continue to do so, unless otherwise agreed between the Head Nurse and her Supervisor. The Hospital shall endeavour to give all other nurses employed in the Head Nurse classification every weekend off if they are able to train nurses from within the existing staffing complement to fulfill the duties required.

(b) No less than two (2) consecutive tours shall be scheduled off between tour changes, without consent.

(c) Schedules will be posted no less than fourteen (14) days in advance and will cover a minimum period of four (4) weeks.

(d) No split shifts.

- (e) Nurses will not normally **be** scheduled to work more than seven (7) consecutive days.
- (f) No less than six (6) consecutive tours shall be scheduled off on a tour change from the night tour, unless otherwise mutually agreed.
- (g) Unless otherwise mutually agreed, there will be an equal distribution of standby duty with the option to change within areas where standby is required.
- (h) Nurses presently employed (August 11, 1980) on the evening or night tour on a permanent basis will not be rotated without their consent, for other than in-service purposes, not to exceed three (3) consecutive weeks per year.
- (i) No split days off shall be scheduled unless by mutual consent.
- (j) There shall be an equitable distribution of shift work assigned to nurses in any unit of the Hospital.
- (k) A full-time nurse may not, without her consent, be required to change tours of duty more than once during a work week.

D.2 Requests for change in posted time schedules must be submitted in writing, **and** co-signed by the nurse willing to exchange days or tour of duty, initiated by the nurse and approved by the Hospital.

D.3 A full-time nurse will **be** scheduled off work for not less than five (5) consecutive days at either Christmas or New Year's, unless the nurse requests otherwise, except in areas which are not normally required to work on weekends and paid holidays. The Hospital shall endeavour to give time off over either Christmas or New Year's, on an alternating basis, **so** that nurses will not be required to work the same holiday from year to year, unless by request of the nurse or by mutual consent. The normal scheduling conditions shall be waived to accommodate this special arrangement between December 15th and January 10th. Time off at Christmas shall include Christmas Eve, Christmas Day and Boxing Day, and time off at New Year's shall include New Year's Eve and New Year's Day.

Schedules showing such days off shall be posted by November 15th.

D.4

A nurse will receive premium payment, as set out in Article 14.03 for all hours worked on a third '(3rd) and a subsequent consecutive weekend, save and except where:

- 1) Such weekend has been worked by the nurse to satisfy specific **days** off, requested by such nurse; or
- 2) Such nurse has requested weekend work; or
- 3) Such weekend is worked as a result of an exchange of shifts with another nurse.

D.5

The existing practice relating to the accumulation of overtime by Operating Room Nurses will continue.

ARTICLE E - VACATIONS (EARNED LEAVE)

E.1

For the purpose of calculating eligibility, the vacation year shall be the calendar year.

E.2

Where a Head Nurse is a new employee in her first year of employment, she shall be advanced one week's vacation entitlement, if so requested, after six (6) months' service with the Hospital.

E.3

Nurses requests for a vacation period shall be forwarded to Nursing Office by March 15th, for the period April 15 to August 31st of each year. Vacation schedules shall be posted by April 15th of each year. Holidays requested to be taken after September 1st shall be requested at least four (4) weeks prior to the period of vacation, **and** shall be posted and finalized seven (7) days after their request has been submitted. These approved vacation schedules shall not be changed unless mutually agreed to by the nurse and the Hospital.

Where two or more nurses request the same period of vacation, and the Hospital is unable for the number of nurses off at the same time, then seniority of the nurses concerned shall be the deciding factor.

E.4

Prior to leaving on vacation, nurses shall be notified of the date and time on which to report for work following vacation.

E.5

Vacations may be taken at any time of the year, except during the period December 15th through January 5th and subject to the limitations of Article E.7 below.

Vacation may commence on any day of the week.

E.6

Vacation Pay

On receipt of a signed request by the nurse concerned, at least four (4) weeks prior to the commencement of her vacation, any pay which would normally be received during the vacation period would be advanced to the nurse immediately preceding the commencement of her vacation.

E.7

A nurse may defer up to one (1) week of vacation to the following year provided that all such deferred vacation days be taken at one time prior to March 31st of that year.

ARTICLE F - PAID HOLIDAYS

F.1

The following shall be recognized as holidays:

New Year's Day	Civic Holiday
3rd Monday in February	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Christmas Day
Victoria Day	Boxing Day
Dominion Day (Canada Day)	

F.2

For nurses entitled to a lieu day, such lieu day shall be granted within sixty (60) days of the date on which the holiday was observed, to be taken on a day to be arranged between the nurse and the Hospital.

F.3

A tour that begins or ends during the twenty-four (24) hour period of the above holidays, where the majority of hours worked falls within the holiday, shall be deemed to be work performed on the holiday for the full period of the tour.

ARTICLE G - BULLETIN BOARDS

G.1

The Hospital will provide at least two (2) spaces or bulletin boards, one of which will be located centrally by the cafeteria, upon which the Association may post notices of Association meetings and other Association activities. All such notices must be signed by a member of the Association's executive and approved by the Administrator, prior to being posted.

ARTICLE H - MISCELLANEOUS

- H.1 Paycheques will be available to all nurses on a bi-weekly basis. Pay day will be Thursdays commencing at 1:00 p.m. of every second week.
- H.2 A seniority list shall be posted by the Hospital on May 1st and December 1st of each year. The list shall remain posted for a period of sixty (60) calendar days.

ARTICLE I - SICK LEAVE

- I.1 Nurses claiming sick pay benefits will observe the following procedures:
- (a) Nurses taken ill or suffering an accident during working hours will notify their Supervisor before the nurse leaves her duties.
 - (b) When illness or accident takes place at a time other than a nurse's normal working hours, the nurse will endeavour to notify the Supervisor on duty as soon **as** possible, and in any case, not later than one (1) hour prior to the time at which the nurse would normally report for duty on the day tour, and three (3) hours prior to the time at which the nurse would report for duty on the afternoon or night tour.

ARTICLE J - LEAVE OF ABSENCE

- J.1 Leave of absence for Association business shall be granted up to a cumulative total of all staff of twenty-five (25) days during the calendar year, provided adequate notice is given the Hospital. It is agreed that not more than two (2) nurses shall be absent at the same time.

Dated at Campbellford, Ontario, this Monday of Dec., 1987.

ON BEHALF OF CAMPBELLFORD
MEMORIAL HOSPITAL

John B. Starks
Joyce McElpine
Lloyd Taylor

ON BEHALF OF THE ONTARIO
NURSES' ASSOCIATION

[Signature] ONA
Jayne Leeson
Beverly Robinson
Margot McKelvie

MEMORANDUM OF UNDERSTANDING

between

CAMPBELLFORD MEMORIAL HOSPITAL

and

ONTARIO NURSES' ASSOCIATION

The following Memorandum of Understanding relating to work schedules shall form part of this Agreement.

The Hospital will agree to implement the schedules submitted by the Association under a letter dated **July 18, 1980, as** amended, subject to the following conditions:

1. The Hospital reserves the right to increase or decrease the full-time/part-time ratio.
2. The schedule will be implemented September 7, 1980.
3. Under the existing schedule, there will be a minimum of ten (10) regular part-time nurses.

DATED AT CAMPBELLFORD, Ontario, this 11 day of 1 1987.

ON BEHALF OF CAMPBELLFORD
MEMORIAL HOSPITAL

Jean R. Starks
Jayne M. Alpers
Jayne Kallen

ON BEHALF OF THE ONTARIO
NURSES' ASSOCIATION

[Signature]
Jayne Ludree
Susan Robinson
Margot McLevie

dated at Campbellford, Ontario, this Thursday of Dec., 1987.

ON BEHALF OF CAMPBELLFORD
MEMORIAL HOSPITAL

Jean B. Stubb
Joyce McAlpin
Joyce Kable

ON BEHALF OF ONTARIO
NURSES' ASSOCIATION

W. H. [unclear]
ON A.
Joyce [unclear]
Susan Robinson RN
Margie McNeill