

1209702

**COLLECTIVE AGREEMENT**

Between:

**SARNIA GENERAL HOSPITAL**  
(Hereinafter referred to as the "Hospital")

And:

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

**Expiry Date: March 31, 2001**

1209702

Dated at Sarnia, Ontario, this 15<sup>th</sup> day of August 2001.

FOR THE EMPLOYER

Joe Evans

Edith Macdonald

Kelly-Lyn DeLaurin

Dina Taylor

COLLEEN COOK

Kathy Pitts

FOR THE UNION

Paul Conlon R.O.  
Labour Relations Officer

Henry Kucharczyk

Paul Katchurak

Ram Gillie R.O.

Colleen Herault R.O.

## APPENDIX 3

ARY SCHEDULERegistered Nurse

		April 1, <u>1998</u>	April 1, <u>1999</u>	February 4, <u>2000</u>	April 1, <u>2000</u>
Start	Monthly	\$3,033.88	\$3,094.00	\$3,250.00	\$3,331.25
	Hourly	18.67	19.04	20.00	20.50
1 Year	Monthly	3,185.00	3,250.00	3,378.38	3,462.88
	Hourly	19.60	20.00	20.79	21.31
2 Years	Monthly	3,311.75	3,378.38	3,555.50	3,644.88
	Hourly	20.38	20.79	21.88	22.43
3 Years	Monthly	3,485.63	3,555.50	3,731.00	3,825.25
	Hourly	21.45	21.88	22.96	23.54
4 Years	Monthly	3,657.88	3,731.00	3,908.13	4,007.25
	Hourly	22.51	22.96	24.05	24.66
5 Years	Monthly	3,831.75	3,908.13	4,130.75	4,233.13
	Hourly	23.58	24.05	25.42	26.05
6 Years	Monthly	4,049.50	4,130.75	4,350.13	4,459.00
	Hourly	24.92	25.42	26.77	27.44
7 Years	Monthly	4,264.00	4,350.13	4,571.13	4,686.50
	Hourly	26.24	26.77	28.13	28.84
8 Years	Monthly	4,481.75	4,571.13	4,795.38	4,914.00
	Hourly	27.58	28.13	29.51	30.24
9 Years	Monthly	4,701.13	4,795.38		
	Hourly	28.93	29.51		

**APPENDIX 3**  
**SALARY SCHEDULE**

**Assistant Head Nurse**

		<u>April 1,</u> <u>1998</u>	<u>April 1,</u> <u>1999</u>	<u>February 4,</u> <u>2000</u>	<u>April 1,</u> <u>2000</u>
Start	Monthly Hourly	\$3,170.40 19.51	\$3,233.23 19.90	\$3,393.00 20.88	\$3,477.83 21.40
1 Year	Monthly Hourly	3,325.14 20.46	3,393.00 20.88	3,527.03 21.70	3,615.25 22.25
2 Years	Monthly Hourly	3,457.47 21.28	3,527.03 21.70	3,711.94 22.84	3,805.25 23.42
3 Years	Monthly Hourly	3,639.00 22.39	3,711.94 22.84	3,895.16 23.97	3,993.56 24.58
4 Years	Monthly Hourly	3,818.83 23.50	3,895.16 23.97	4,084.00 25.13	4,187.58 25.77
5 Years	Monthly Hourly	4,004.18 24.64	4,084.00 25.13	4,308.37 26.51	4,415.15 27.17
6 Years	Monthly Hourly	4,223.63 25.99	4,308.37 26.51	4,541.54 27.95	4,655.20 28.65
7 Years	Monthly Hourly	4,451.62 27.39	4,541.54 27.95	4,772.26 29.37	4,892.71 30.11
8 Years	Monthly Hourly	4,678.95 28.79	4,772.26 29.37	5,006.38 30.81	5,130.22 31.57
9 Years	Monthly Hourly	4,907.98 30.20	5,006.38 30.81		

**APPENDIX 3**  
**SALARY SCHEDULE**

**Charge Nurse/  
Palliative Care Nurse/  
Computer Liaison Nurse**

		<u>April 1, 1998</u>	<u>April 1, 1999</u>	<u>February 4, 2000</u>	<u>April 1, 2000</u>
Start	Monthly Hourly	\$3,143.10 19.34	\$3,205.38 19.73	\$3,360.50 20.68	\$3,444.51 21.20
1 Year	Monthly Hourly	3,293.29 20.27	3,360.50 20.68	3,489.87 21.48	3,577.16 22.01
2 Years	Monthly Hourly	3,421.04 21.05	3,489.87 21.48	3,672.83 22.60	3,765.16 23.17
3 Years	Monthly Hourly	3,600.66 22.16	3,672.83 22.60	3,850.39 23.69	3,947.66 24.29
4 Years	Monthly Hourly	3,774.93 23.23	3,850.39 23.69	4,029.28 24.80	4,131.47 25.42
5 Years	Monthly Hourly	3,950.53 24.31	4,029.28 24.80	4,258.80 26.21	4,364.36 26.86
6 Years	Monthly Hourly	4,175.03 25.69	4,258.80 26.21	4,480.63 27.57	4,592.77 28.26
7 Years	Monthly Hourly	4,391.92 27.03	4,480.63 27.57	4,708.26 28.97	4,827.10 29.71
8 Years	Monthly Hourly	4,616.20 28.41	4,708.26 28.97	4,934.45 30.37	5,056.51 31.12
9 Years	Monthly Hourly	4,837.46 29.77	4,934.45 30.37		

**APPENDIX 3**  
**SALARY SCHEDULE**

**Graduate Nurse**

		<b><u>April 1,</u></b> <b><u>1998</u></b>	<b><u>April 1,</u></b> <b><u>1999</u></b>	<b>February 4,</b> <b><u>2000</u></b>	<b>April 1,</b> <b><u>2000</u></b>
Start	Monthly	\$2,750.52	\$2,805.02	\$2,947.10	\$3,020.11
	Hourly	16.93	17.26	18.14	18.59
1 Year	Monthly	2,888.16	2,947.10	3,063.51	3,140.14
	Hourly	17.77	18.14	18.85	19.32

**APPENDIX 3**  
**SALARY SCHEDULE**

**Nurse Educator/  
Sexual Assault Coordinator/  
Occupational Health Nurse**

		<u>April 1, 1998</u>	<u>April 1, 1999</u>	<u>February 4, 2000</u>	<u>April 1, 2000</u>
Start	Monthly	\$3,255.35	\$3,319.86	\$3,487.25	\$3,574.43
	Hourly	20.03	20.43	21.46	22.00
1 Year	Monthly	3,417.51	3,487.25	3,621.62	3,712.21
	Hourly	21.03	21.46	22.29	22.84
2 Years	Monthly	3,550.20	3,621.62	3,804.39	3,900.02
	Hourly	21.85	22.29	23.41	24.00
3 Years	Monthly	3,729.62	3,804.39	3,988.44	4,089.19
	Hourly	22.95	23.41	24.54	25.16
4 Years	Monthly	3,910.27	3,988.44	4,169.97	4,275.74
	Hourly	24.06	24.54	25.66	26.31
5 Years	Monthly	4,088.48	4,169.97	4,399.25	4,508.28
	Hourly	25.16	25.66	27.07	27.74
6 Years	Monthly	4,312.72	4,399.25	4,632.89	4,748.84
	Hourly	26.54	27.07	28.51	29.22
7 Years	Monthly	4,541.16	4,632.89	4,868.25	4,991.12
	Hourly	27.95	28.51	29.96	30.71
8 Years	Monthly	4,773.06	4,868.25	5,102.28	5,228.50
	Hourly	29.37	29.96	31.40	32.18
9 Years	Monthly	5,002.00	5,102.28		
	Hourly	30.78	31.40		

## APPENDIX 4

SUPERIOR CONDITIONS

UNIT i SUPERIOR BENEFITS AWARDED BY THE CENTRAL  
ARBITRATION AWARD DATED OCTOBER 23, 1981

CLAUSE #18  
CENTRAL AWARD Applicable Clause from Existing  
FULL-TIME Collective Agreement

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2.02 17.02(A)11 It is the Hospital's policy that Graduate Nurses take and pass the Registered Nurses examination as soon as possible. A Graduate Nurse who fails to complete successfully all the required examinations will be required to rewrite the exams as soon as possible. If she does not successfully complete all the required examinations after being given three (3) opportunities to do so; it is agreed that the Hospital will thereupon terminate her employment as a Nurse.

A Graduate Nurse in the employ of the Hospital upon presenting proof of current registration by the College of Nurses of Ontario shall be given the salary of the Registered Staff Nurse as provided in this Article retroactive to the date of successfully passing the registration examination or to the date of last hire, whichever is later.

19.09 17.09 Special Educational Bonuses

The Hospital will pay monthly bonuses to Nurses as set out below; such bonuses will not pyramid, except in the case of bonuses 1 and 2:

1. Successful completion of nursing unit administration course - \$15.00
2. Successful completion of six month post-graduate course with respect to the specialty in which the Nurse is employed - \$15.00
3. One year nursing certificate or diploma in nursing - \$40.00
4. Bachelor's degree in nursing - \$80.00
5. Master's degree in nursing - \$120.00

\*Bonuses 4 and 5 will be paid only to Assistant Programme Manager/ Coordinators, but, the Hospital in its discretion, Will extend either bonus to a qualified Staff Nurse.



## APPENDIX 5

APPENDIX OF LOCAL PROVISIONS

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**ARTICLE A – RECOGNITION**

- A-1 The Hospital recognizes the Association as the exclusive bargaining agent for all full-time and part-time Registered and Graduate Nurses employed by the Hospital in the City of Sarnia, engaged in a nursing capacity, save and except Program Director/Coordinator, persons above the rank of Program Director/Coordinator, Pharmacy Nurse, Employee Health Nurse, Infection Control Officer and Discharge Coordinator.
- A-2 The word "Nurses" when used throughout this Agreement shall mean persons included in the above described bargaining unit.

**ARTICLE B - RESERVATION AND CONTINUATION OF MANAGEMENT FUNCTIONS**

- B-1 The Association acknowledges that it is the exclusive function of the Employer to manage and direct its operations and affairs in all respects and without limiting or restricting that function to:
- (a) Maintain order, discipline and efficiency and quality patient care;
  - (b) Hire, assign, retire, discharge, direct, promote, demote, classify, transfer, layoff, recall and suspend or otherwise discipline Nurses, provided that a claim of discharge or discipline without cause may be subject of a grievance and dealt with as hereinafter provided;
  - (c) Determine in the interest of efficient operation and highest standard of quality patient care and 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, procedures and equipment in connection therewith;
  - (e) Make and enforce and alter from time to time reasonable rules and regulations to be observed by the Nurses not inconsistent with the provisions of this Agreement.
- B-2 These rights shall not be exercised in a manner inconsistent with the provisions of this Agreement.

**ARTICLE C - ASSOCIATION REPRESENTATION**

- C-1 Where the term "Bargaining Unit President" is used throughout this Agreement it shall be interpreted as referring to "the President or her Designate" provided she is an Employee of the Employer.
- C-2 The Hospital will recognize a total of fourteen (14) Nurse Representatives who shall be selected from the full-time and the part-time bargaining units who will assist full-time and part-time Nurses in the presentation of grievances.
- C-3 Grievance Co t

The Hospital will recognize a Grievance Committee of up to three (3) Nurse Representatives (one of whom shall be the Bargaining Unit President) to attend grievance meetings as provided hereunder. The Association agrees to advise the Human Resources Administrator at least three (3) days prior to the grievance meeting which members will be attending.

C-4 Negotiating Committee

For the purpose of negotiating a renewal to this Agreement, the Hospital will recognize a joint negotiating committee of up to four (4) Nurses who shall be selected from the part-time and full-time bargaining units, one of whom shall be the Bargaining Unit President.

C-5 For the purpose of Article 7, the appropriate Program Director/Coordinator or designate shall be considered to be the immediate Supervisor.

C-6 Association-Hospital Committee

There shall be an Association-Hospital Committee as set out in 6.02 comprised of four (4) Representatives of each of the parties. Each party may have alternates to replace members who are unable to attend. It is agreed that there shall be only one (1) Association-Hospital Committee to represent both the full-time and part-time Employees.

C-7 Union Interview

A Representative of the Union, who is employed by the Hospital, will be allowed a reasonable period of time to interview new Employees once during the Employee's orientation period. Such Representative shall be designated by the Bargaining Unit President and shall advise, in writing, to the appropriate Human Resources Administrator. The Hospital shall advise the Bargaining Unit President and designate of the names of the new Employees and of the date, time, and location of orientation program that they will attend at least seven (7) days, prior to the interview date.

C-8 The Bargaining Unit President will be paid at her regular straight time hourly rate for time spent in meetings arranged or requested by the Hospital which occur outside her scheduled hours of work. Such hours will be invisible for purposes of determining premium payments and will not be counted for purposes of determining eligibility for premium payment.

C-9 Professional Development Committee

There shall be a Professional Development Committee, pursuant to Article 9.02(a) of the Central Hospital Agreement, comprised of five (5) representatives of the bargaining unit and an equal number of Hospital Representatives.

C-10 All notifications of meetings, and all correspondence related to or copied to the Bargaining Unit President and/or Grievance Officer and Bargaining Unit Members who sit on Hospital/Union Committees will be forwarded to their home by one of the following: facsimile, regular mail, phone messages or e-mail or within the hospital via Office Automation.

The Bargaining Unit President will be provided with access to Office Automation from her home.

**ARTICLE D – SENIORITY**

D-1 Seniority Lists

Seniority lists will be filed with the Association as at January 31 and July 31 of each year.

**ARTICLE E - LEAVES OF ABSENCE**

E-1 Association Leave

Leave of absence for Association business shall be given without pay up to a total of seventy-five (75) days in a calendar year, provided at least two (2) weeks' notice is given to the Hospital and such leave of absence does not interfere with the continuance of efficient operation in the Hospital. The granting of such leave shall not be unreasonably withheld. It is agreed that not more than four (4) Nurses shall be absent on such leave at the same time and that not more than two (2) Nurses shall be absent on such leave at the same time from any one unit.

E-2 Prepaid Leave Plan

- (a) Subject to paragraph (b), a maximum of five (5) shall be absent at anyone time under the prepaid leave plan. One of the five (5) Nurses may be part-time.
- (b) No more than two (2) Nurses, may be absent from any one nursing unit at any one time under the prepaid leave plan.

**ARTICLE F - EXTENDED TOURS**

F-1

- (a) Extended tours shall be introduced into any unit when:
  - i) seventy percent (70%) of the Full-time/Regular Part-time Employees in the unit who cast votes, excluding Employee's in temporary positions, so indicate by a union supervised secret ballot, and
  - ii) the Hospital agrees to implement extended tours, such agreement shall not be withheld in an unreasonable or arbitrary manner.
- (b) Extended tours may be discontinued in any unit when:
  - i) seventy percent (70%) of the Full-time/Regular Part-time Employees in the unit who cast votes, excluding Employee's in temporary positions, so indicate by a union supervised secret ballot, or
  - ii) the Hospital serves notice of its desire to discontinue extended tours because of:
    - A) adverse effects on patient care;

- B) inability to provide a workable staffing schedule; *or*
  - C) where the Hospital wishes to do so for other reasons which are neither unreasonable nor arbitrary.
- c) When either party in accordance with paragraph (b) above gives notice of discontinuation then
- i) the parties shall meet within two (2) weeks of the giving of notice to review the request for discontinuance in an attempt to resolve identified problems; and
  - ii) Where the parties are unable to resolve identified problems and where it is determined that the extended tours are to be discontinued, the extended tours will be discontinued sixty (60) days after the date of the meeting in (i) above.
- F-2 (a) The normal extended tours shall be defined as:
- 0700 – 1900 days  
1900 – 0700 nights
- The Hospital will provide the Union with thirty (30) days' notice of a change in the extended tour hours.
- (b) The hours of work for extended tour Employees shall be averaged over a specific period to meet the needs of the scheduling requirements of each unit (e.g., 300 hours in an eight week period). Such averaging shall be agreed upon between the Hospital and the Union.
- F-3 (a) Employee will not be required to work more than three (3) consecutive extended tours without a day off.
- (b) Employees working extended tours will be scheduled off a minimum of seventy-two hours (72) when changing from the night tours to the day tours.
- (c) There will be no split shifts.
- (d) Unless otherwise requested by a nurse in writing, there shall be at least twelve (12) consecutive hours off between scheduled tours of duty for Nurses working only twelve (12) hour tours or a combination of eight (8) hour and twelve (12) hour tours.
- (e) A Nurse will receive premium pay for all hours worked at the Hospital's request where she has received less than the minimum number of hours off since her last tour or more than the maximum number of consecutive shifts as set out above.
- F-4 (a) Draft shift schedules will be posted five (5) weeks in advance. Nurses who wish to make changes on their schedules may do so in the fifth (5<sup>th</sup>) week prior to the schedule becoming effective. Any such changes are subject to the approval of the Program Director/Coordinator. This does not preclude future mutual exchanges for this scheduling period, as outlined in Article H-2. The finalized schedules shall be posted, except in cases of an emergency,

four (4) weeks in advance, and shall cover not less than a four (4) week period.

- (b) Employees within a unit may mutually agree to exchange regular days off or tours. The agreement to exchange tours shall be in the prescribed computerized method.

Such requests shall be considered by the Manager/Designate and approval given shall be in writing within seventy-two (72) hours and shall not be unreasonably denied.

It is understood that any such changes shall not result in any overtime or premium payment, nor shall such tour of duty result in an Employee working more than three (3) consecutive tours.

**F-5** Employees will be scheduled every other weekend-off.

An Employee receives premium pay for all hours worked on a second (2<sup>nd</sup>) consecutive and subsequent weekend, save and except where:

- (a) such weekend has been worked by the Employee to satisfy specific days off requested by such Employee;
- (b) such Employee has requested weekend work;
- (c) such weekend is worked as a result of an exchange of shifts with another Employee.

Employees called in for weekend work will not have their posted schedule altered or cancelled as result of the call in.

The Hospital shall not cancel the prescheduled weekend shifts which become a premium pay weekend as a result of being called in for work on the previous weekends off.

**F-6** Where a Nurse is off for a weekend, she will have sixty-four (64) consecutive hours off between the end of her scheduled Friday shift and the start of her next scheduled shift unless the Nurse agrees otherwise.

**F-7** A Nurse will be scheduled off work for not less than five (5) consecutive days at either Christmas or New Year's season unless the Nurse agrees otherwise. When the five (5) day period occurs at the Christmas season, it shall include the period from 0700 hours December 24 to 0700 hours December 27. When the five (5) day period occurs at the New Year's season, it shall include the period from 0700 hours December 31 to 0700 hours January 2.

- i) On or about October 1 in each year, the Hospital shall post a Christmas and New Year's preference sheet and each Nurse on the unit shall indicate her preference of holiday time to be scheduled off. The preference sheet shall be removed by October 15, and by November 15 the Hospital shall post the approved Christmas and New Year's schedule, taking into account as much as possible the Nurses' preferences. Where more Nurses have indicated the same holiday time off than the Hospital can reasonably grant, preference will be given to the Nurse who worked the holiday in the preceding year.

ii) The normal scheduling provisions shall be waived between December 15<sup>th</sup> and January 15<sup>th</sup> only so that all Employees will be scheduled off work for a minimum of five (5) consecutive days at either Christmas or New Year's unless the Employee requests other scheduling arrangements which have been approved by the Hospital, and except in areas which are not normally required to work on weekends or paid holidays.

F-8 Regular part-time Employees must be available as required by the Hospital to work ten (10) calendar months of the year, which must include four (4) weeks in each of the months of July, August and December except for any period of scheduled vacation and her/his commitment will include the following conditions:

(a) Availability to work as scheduled on any tour either:

- i) Christmas period as defined as above, or
- ii) New Year's period as defined above.

(b) Regular Part-time Employees will be available for work at least four (4) extended tours within any biweekly pay period.

F-9 The Hospital will endeavour to replace cancelled tours with the next available tour within the same pay period provided such tour does not attract a premium.

F-10 When a nursing unit wants to pursue the introduction of extended tours the Bargaining Unit Representative will make written application to Nursing Administration. A meeting with the Bargaining Unit President will be arranged to discuss the matter and to determine if and when a vote will be held. The Program Director/Co-ordinator will respond to the request in writing to the Bargaining Unit President within two weeks of the meeting.

Where a vote is to be taken pursuant to Article F-1(a) of the Collective Agreement, the following procedure will be followed:

- (a) A locked ballot box will be placed in the Nursing Unit.
- (b) A voter's list of all full time and regular part-time Employees assigned to the floor/unit, excluding Employee's working in temporary full-time or temporary regular part-time positions, will be posted by the ballot box.
- (c) Only Employees assigned to the floor/unit may vote. If an Employee is currently on a leave of absence she/he may come into the Hospital to vote but cannot vote by proxy. Any relief Employees filling in for leaves of absence or illness are not eligible to vote.
- (d) To vote, the Employee must sign her/his name beside her/his name on the voter's list, make an "X" beside her/his choice on the ballot, then deposit the ballot into the locked ballot box
- (e) The vote will take place over a one (1) week period and the ballot box will remain in the Nursing Unit during that period.
- (f) The box will be opened and the votes counted in the presence of an ONA Executive Representative and a Human Resource Administrator.

- F-1 ■ Breaks will be as provided in Article 13.02 of the Central Agreement.
- F-12 All provisions in this Appendix 5 of Local Issues will apply to Employees working extended tours unless expressly amended above.

**ARTICLE G - PREMIUM PAYMENT**

- G-1 (a) A full-time or regular part time Nurse shall receive premium pay for all hours worked on a third (3<sup>rd</sup>) and subsequent weekend and subsequent consecutive weekends, save and except where:
  - i) such weekend or part thereof 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 the result of an exchange of tours with another Nurse.
- (b) Employees called in for weekend work will not have their posted schedule altered or cancelled as result of the call in.

The Hospital shall not cancel the prescheduled weekend shifts which become a premium pay weekend as a result of being called in for work on the previous weekends off.

- G-2 The Hospital has no objection to a Nurse leaving the Hospital prior to the completion of the last fifteen (15) minutes of her scheduled tour with permission of the Program Director/Coordinator provided:
  - (a) she had completed her report to her Supervisor or to her relief, as the case may be and her relief (if any) is on duty in her place; and
  - (b) she had otherwise completed her duties.
- G-3 Nurses shall be paid weekend premium in accordance with Article 14.15 for each hour worked between 2300 hours Friday and 2300 hours Sunday.



G-4

Shift Premium

Nurses will receive evening shift premium for all hours worked between 1500 hours and 2300 hours and will receive night shift premium for all hours worked between 2300 hours and 0700 hours.

**ARTICLE H - SCHEDULING OBJECTIVES**

H-1

Scheduling Objectives: The Hospital will endeavour to maintain and achieve the following objectives in the formulation of working schedules, although it is recognized by the Association that it has not been and may not always be possible to attain these objectives:

- a) Draft shift schedules will be posted five (5) weeks in advance. Nurses who wish to make changes on their schedules may do so in the fifth (5<sup>th</sup>) week prior to the schedule becoming effective. Any such changes are subject to the approval of the Program Director/Coordinator. This does not preclude future mutual exchanges for this scheduling period, as outlined in Article H-2. The finalized schedules shall be posted, except in cases of an emergency, four (4) weeks in advance, and shall cover not less than a four (4) week period.
- (b) At least one (1) weekend off in three (3) for Nurses working an eight (8) hour rotation. Where a Nurse is off for a weekend, she will have sixty-four (64) consecutive hours off between the end of her scheduled Friday shift and the start of her next scheduled shift unless the Nurse agrees otherwise.
- (c) Unless otherwise requested by a Nurse in writing, there shall be a period of at least sixteen (16) consecutive hours off between scheduled tours of duty for Nurses working eight (8) hour tours.
- (d) No split shifts.
- (e) A Nurse will be scheduled off work for not less than five (5) consecutive days at either Christmas or New Year's season unless the Nurse agrees otherwise. When the five (5) day period occurs at the Christmas season, it shall include the period from 0700 hours December 24 to 0700 hours December 27. When the five (5) day period occurs at the New Year's season, it shall include the period from 0700 hours December 31 to 0700 hours January 2.
- (f)
  - i) On or about October 1 in each year, the Hospital shall post a Christmas and New Year's preference sheet and each Nurse on the unit shall indicate her preference of holiday time to be scheduled off. The preference sheet shall be removed by October 15, and by November 15 the Hospital shall post the approved Christmas and New Year's schedule, taking into account as much as possible the Nurses' preferences. Where more Nurses have indicated the same holiday time off than the Hospital can reasonably grant, preference will be given to the Nurse who worked the holiday in the preceding year.
  - ii) The normal scheduling provisions shall be waived between December 15<sup>th</sup> and January 15<sup>th</sup> only so that all Employees will be

scheduled off work for a minimum of five (5) consecutive days at either Christmas or New Year's unless the Employee requests other scheduling arrangements which have been approved by the Hospital, and except in areas which are not normally required to work on weekends or paid holidays.

- (g) Nurses working eight (8) hour tours will not be scheduled to work more than six (6) consecutive days.
- (h) There shall not be less than forty-eight (48) hours scheduled off between the completion of a tour of night duty and the beginning of a day or evening tour. The Hospital will endeavour to schedule no more than four (4) consecutive night shifts for 7.5 hour tours.
- (i) A Nurse will receive premium pay for all hours worked at the Hospital's request where she has received less than the minimum number of hours off since her last tour or more than the maximum number of consecutive shifts as set out above.
- (j) Nurses required to serve on or attend any of the proceedings outlined in Article 11.06, Jury & Witness Duty, of the Central Collective Agreement shall have their schedule changed to a day tour for each day on which they are required to attend. The Nurses will not be required to work a scheduled weekend in the same week in which they have attended these proceedings if their attendance has equalled or exceeded thirty-seven point five (37.5) hours in the week. Changes to a Nurses' schedule to comply with this paragraph shall not give rise to premium pay entitlement.
- (k) Where a Nurse has worked her regularly scheduled tour, and is scheduled "on call" for the remainder of the 24 hours and is called in and reports to work, or is required to work additional hours after 2300 hours, then her following tour will be cancelled, if she requests.

The cancelled tour will be considered an unpaid **LOA** unless the Nurse elects to use her accumulated approved overtime hours in order to avoid loss of pay for the cancelled tour.

- (l)
  - i)
    - A) The Hospital will notify the Bargaining Unit President/Designate prior to initiating ongoing standby assignments on any unit.
    - B) Scheduled standby assignments will be distributed equally amongst the Nurses in any unit utilizing standby.
  - ii) Standby assignments shall be posted at the same time as the tours of duty schedules. Nurses shall be permitted to exchange their standby assignment by using the mutual protocol.
    - A) A full-time Nurse will not be scheduled for standby on a scheduled day off or scheduled weekend off, unless mutually agreed between the Nurse and the Hospital.
    - B) When a full-time or part-time Nurse is scheduled for standby on a weekend, she/he is considered to be

"working" the weekend for the purposes of the scheduling provisions.

- iii) Nurses scheduled for standby shall be provided with beepers.
  - iv) The Hospital will make available the equivalent of one (1) private hospital room for Nurses scheduled for standby.
  - v) Nurses required to take standby duty must be available at the Hospital within twenty (20) minutes of being called in.
  - vi) Standby schedules will not be reassigned without consultation with the Nurse whose schedule is being changed.
  - vii) Where a Nurse is scheduled for standby from 2300 hours to 0700 hours, she is called in from standby, and such call in extends past 0700 hours, the call in shall cease at 0700 hours and she will be relieved of her duties as soon as relief is available.
- (m)
    - i) Nurses may request specific time off by entering a Special Request in the computerized staff scheduling Module at least two (2) weeks prior to the posting date of the schedule for the schedule period in which the requested time off occurs.
    - ii) The Hospital will make every effort to honour such requests, subject to the needs of the Hospital.
    - iii) The Nurse will be able to determine the status of the request by accessing the "View Special Requests" routine.
  - (n) Subject to the provisions of Article 13.01, should a Nurse be recalled to duty during her mealtime, the Hospital will use its best endeavours to provide the balance of the meal period later in the shift.

## H-2

### Mutual Exchange of Tours

A mutual is a mutually agreed exchange of two (2) full tours or regular days off between two (2) employees within the duration of the posted schedule(s).

Employees within a nursing unit may mutually agree to exchange regular days off or tours. The agreement shall be made in the prescribed computerized method and submitted at least forty-eight (48) hours prior to the exchange.

There may be less than forty-eight (48) hours' notice given by employees who wish to exchange tours, and telephone consents may be permitted.

The employees will be notified via Office Automation regarding denial of mutuals.

It is understood mutuals are subject to approval by the Employer and will not be unreasonably denied.

## H-3

### Hours of Work

When the Hospital decides to make a permanent change to the normal scheduled hours of work in a unit, it will advise the Association thirty (30) days prior to

implementing the change and will, if the Association requests in a timely fashion, discuss the proposed changes with the Association. Employees on the unit will choose their placement on the new schedule by seniority.

The Hospital will provide to the Local Association with copies of all master schedules used in the nursing departments. Any new masters will be provided to the Local Association for review prior to implementation.

H-4

#### Commitment of Regular Part-time Nurses

- (a) Regular Part-Time Nurses must be available for work on the following basis:
- i) Thirty-seven and one half (37 1/2) hours in a two (2) week period for those Nurses working tours 7.5 hours. For those working extended tours forty-five (45) hours in a two week period.
  - ii) Every other weekend.
  - iii) Ten (10) calendar months of the year which must include four (4) weeks in each of the months of July and August, and December, except for any period of scheduled vacation.
  - iv) To be available to work as required either:
    - A) 0700 hrs December 24 to 0700 hrs December 27, or
    - B) between 2300 hrs December 30 to 0700 hrs January 2.
  - v) Two (2) of the three (3) tours although specific preference for one (1) tour other than days will be respected when possible.
  - vi) It is understood and agreed that the Hospital will give the Nurse's preference as to the timing of their vacation every consideration, but of necessity the Hospital must reserve the right to the final decision as to the scheduling of vacations.
  - viii) Regular Part time will not be scheduled to work their full Commitment during any two (2) week period in which the nurse has a period of scheduled vacation.
- (b) It is agreed that the Nurses identified on Schedule C, attached, have a commitment of greater or lesser than cited above in H-5 (a) i) in a two week period. Such commitment shall continue so long as the Nurse is in her current position. When the Nurse leaves the position and the Hospital determines that a regular part-time position will be posted, the commitment of the replacement Nurse will be in accordance with Article H-4 (a) i) above.
- (c) A regular part-time Nurse's commitment to be available for work as required will include the following conditions:
- i) All regular part-time Nurses in a unit will be scheduled up to their committed hours by seniority before any casual part-time Nurses are utilized.
  - ii) The scheduling for regular part-time Nurses will be as follows:

- A) All hours available at the time the schedule is posted will be assigned to regular part-time Nurses on the unit by seniority in accordance with their commitment. Additional shifts which are still available prior to the schedule being posted, will be offered to the regular part-time Nurses on the unit by seniority who have indicated they are available for additional shifts prior to utilizing regular part-time Nurses from another unit and/or casual Nurses.
  - B) Additional shifts which become available after the schedule is posted, will be offered to regular part-time Nurses on the unit on the basis of seniority up to commitment and then to regular part-time Nurses on the unit by seniority who have indicated they are available for additional shifts prior to offering these shifts to regular part-time Nurses from other units and prior to offering shifts to casual Nurses.
  - C)
    1. Nurses who wish to be considered for additional shifts must indicate their *availability* to work hours in excess of their commitment. Such indication will be in writing to the Program Manager and will remain in effect until withdrawn by the Nurse.
    2. Provided they are qualified, Nurses may submit their availability to work additional tours to more than one unit.
  - D) Where a regular part-time Nurse has fallen below commitment due to a cancellation or lack of available work for whatever reason, this regular part-time Nurse will be offered the first available shifts to bring her up to commitment. No Nurse will be offered additional shifts until all Nurses have been scheduled up to their commitment. Where a regular part-time Nurse has had a shift cancelled and the identical shift becomes available, it will be offered to the Nurse who had the shift cancelled.
  - E) It is understood that the Hospital will not be required to offer shifts which would result in overtime premium pay.
  - F) When available work results in premium pay, it will be offered in accordance with the above providing premium pay is required for any Nurse offered the shift.
  - G) Voluntary overtime hours available which are in conjunction with a scheduled shift will be offered to full-time Nurses and regular part-time Nurses by seniority providing the above scheduling provisions are met. Where both full-time Nurses and part-time Nurses volunteer for the overtime, it will be assigned based on seniority on a rotational basis.
- (d) i) A tour will be deemed to be offered whenever a call is placed; only one hour refused within a calendar day will be counted against the nurse's commitment.

- ii) Where a call-in shift is offered to Nurses marked as a mutual shift exchange, and where the Nurse is the one who initiated the mutual exchange and is not available to work, the shift will not be counted against the Nurse's commitment.
- (e) The parties agree that when tours become available on both days of the weekend the Hospital will offer the tours on both days to the Employee in line for the call. If she can do both, no further calls are made. If she can do only one (1), that tour is given to her and the Hospital then follows the list to cover the remaining tour.

H-5

Short Tours

Where part-time Nurses are scheduled to work less than a normal tour (7.5 hours), Article H applies in its entirety except as amended by the following:

- (a) No regular part-time Nurse will be scheduled to work solely on tours which are comprised of less than 7.5 hours in any pay period except where such arrangements are agreed to by the Nurse.
- (b) The Hospital will endeavour to keep the number of tours comprised of less than 7.5 hours to a reasonable level.
- (c) The Hospital agrees to meet with the Local Union to discuss the need to implement the scheduling of tours of less than 7.5 hours in areas not currently utilizing them.
- (d) There shall be an equitable distribution of such scheduled tours among the part-time Nurses in each unit.
- (e) Nurses working less than 7.5 hour tours shall be granted the appropriate paid rest period.
- (f) For Nurses working tours of duty of less than 7.5 hours, no more than six (6) shifts in a row shall be scheduled. If a Nurse is required to work on a seventh (7<sup>th</sup>) consecutive and subsequent tour, then she will receive premium payment for each shift so worked until a day off is scheduled.

H-6

Casual Part-time Nurse

Available for occasional tours.

H-7

- (a) For the purposes of scheduling shift layoffs/displacements and shift cancellation, a day shift is defined as any shift commencing within the hours of 0600 to 1000 hours.
- (b) A full time or regular part time nurse who has been laid off and has exercised her bumping rights to work on another unit or has accepted work on another unit after being cancelled, will remain on that Unit even if her shift becomes available.

H-8

Part-time Nurses Hired for Weekend Work

- (a) The Hospital agrees to the implementation of the "Weekend Program" for part-time Nurses whereby regular part-time Nurses requesting to be in the program are scheduled to work only weekends.
- (b) Regular part-time Nurses working the Weekend Program shall not receive weekends off, as per Article G-1 (a), and as such will not receive premium pay as per Article G-1 (b).
- (c) Any request made by a Nurse working the Weekend Program for a weekend off, because of a special personal circumstance, will be considered and, if possible, approved by the Hospital if such request is made not less than two (2) weeks prior to the posting of a work schedule.
- (d) Regular part-time Nurses working the Weekend Program will not normally work Monday to Friday but may do so if they indicate that they are available for such work and if all available shifts have been offered to regular part-time Nurses first as per Article H-5.

## **ARTICLE I – VACATIONS**

- I-1 The date for determining an employee's vacation entitlement will be her anniversary date as may be adjusted under this Agreement.
- I-2 Vacation time Will not normally be granted between December 15 and January 15. Where the operational requirements of the Hospital will allow, vacations may be granted during this period. Where the Hospital has granted a Nurse's request for vacation during this period, it is understood that the Hospital may not be able to grant five (5) consecutive days off at Christmas or New Years to that Nurse.
- I-3 The number of hours accrued in a Nurse's vacation bank is updated each pay period and shown on their paystub. The Nurse is entitled to use the number of vacation hours shown on the paystub, and should plan their vacation accordingly. Vacation entitlement should be taken within the calendar year in which it is earned. However, upon written request to the Program Director, scheduling of vacation may be deferred as late as June 1<sup>st</sup> following the year of entitlement. If a Nurse has not taken her vacation by this time, the Program Director shall schedule the Nurse's vacation at a time convenient for the department.
- I-4 The Hospital shall establish vacation quotas for each nursing unit/area which shall not be unduly restrictive. The quota will include only members of the bargaining unit. The vacation quotas for each unit/area will be filed with the Bargaining Unit President prior to March 15 of each year. It is understood that the full time and regular part time quotas may be integrated in units where only one (1) employee is allowed off in a twenty-four (24) hour period.
- I-5 By January 15 of each year, the Hospital shall invite the Nurses in each unit to indicate their vacation preferences for the period from June 1 to December 15 of that year. These preferences will be indicated on notices posted in each unit by the Hospital. The notice shall be removed by March 1, and by March 31 the Hospital will post the approved vacation for each unit for the period June 1 to December 15 of that year.

By June 15 of each year, the Hospital shall invite the Nurses in each unit to indicate their vacation preferences for the period from January 15 to May 31 of the following year. These preferences will be indicated on notices posted in each unit by the Hospital. The notice shall be removed by August 1 and by August 31 the Hospital will post the approved vacation for each unit for the period January 15 to May 31 of the following year.

- I-6 Any vacation requested in a manner not in compliance with the above procedure will be considered on an individual basis subject to the operational requirements of the Hospital.
- I-7 Where the employee has vacation approved prior to an approved transfer and such approved vacation conflicts with the approved vacation of an employee on the new unit, then the Program Director/Coordinator/Designate will endeavor to accommodate the previously approved vacation of the transferring employee.
- I-8 Where the schedule of an employee is changed after the employee leaves on vacation, the Hospital will notify the employee either personally or by phone of the change of the schedule.
- I-9 All Regular Part-time Nurses shall be entitled to unpaid vacation time off equivalent to the vacation entitlement of full-time Nurses based on equivalent years of service, calculated pursuant to the formula set out in Article 16.03 of the Central Agreement.
- I-10 The Hospital may allow the utilization of single vacation days up to a maximum of ten (10) per year provided that the Nurse requests them through the prescribed computerized method at least two (2) weeks prior to the start of the schedule. The scheduling of such days will not impact on the vacations which have been approved in accordance with Article I. Such requests shall not be unreasonably denied.

## **ARTICLE J – HOLIDAYS**

- J-1 The following twelve (12) days shall be recognized as designated holidays without loss of or deduction from regular earnings:

New Year's Day (January 1)	Labour Day
Good Friday	Easter Monday
Victoria Day	Thanksgiving Day
Canada Day (July 1)	Remembrance Day
Civic Holiday	Christmas Day (December 25)
Boxing Day (December 26)	The Second Monday in February

- J-2 The parties hereto recognize that the Hospital must extend daily service to patients and that the Hospital operates on a 24 hour, 7 day basis. It is, therefore, necessary to retain a large portion of the Nurses even on holidays.

Where a Nurse has been scheduled to work the Christmas holiday of the preceding year, the Hospital will endeavour to grant the Christmas holiday off the following year unless otherwise mutually agreed. In the event of a conflict between the Nurses on the unit seniority will apply.

- J-3 (applies to full-time only)



In accordance with Article 15.06, a Nurse required to work on any of the holidays will receive a lieu day off with holiday pay, such day to be granted within thirty (30) days prior or sixty (60) days following the date on which the holiday is observed (unless the Nurse and the Hospital agree otherwise) and to be taken on a day to be arranged between the Nurse and the Hospital.

- J-4 In accordance with Article 15.05 of the Central Collective Agreement, premium pay will be paid for all hours worked during the 24 hour period of the recognized paid holiday.

#### **ARTICLE K - BULLETIN BOARDS**

- K-1 The Hospital will provide four (4) bulletin boards in mutually suitable locations for the purpose of posting notices regarding meetings and other matters pertaining to Association business. All such notices must be signed by a member of the Association Executive.
- K-2 The Local Association will provide and maintain a Union binder at each nursing station. This binder will contain copies of notices posted on the Ontario Nurses' Association bulletin boards and may also contain a copy of the full-time and part-time Collective Agreement.

#### **ARTICLE L - MEAL BREAKS AND REST PERIODS**

- L-1 The Nurse responsible for the daily work assignment i.e. Patient Care Coordinator, Charge Nurse or the Unit Leader, will designate meal breaks and rest periods.

#### **ARTICLE M - OVERTIME, EQUIVALENT TIME OFF**

- M-1 For Full-time and Part-time
- (a) Where overtime work is compensated by the Hospital by granting time off, the Hospital shall grant this time off no later than the end of the fiscal year in which it occurs. Overtime of thirty (30) minutes or more may be accumulated for time off as provided for in Article 14.09.
  - (b) If the employee and Program Director/Coordinator agree, the time off may be retained beyond the time referenced above in M-1 (a), and this time off may be used in conjunction with planned unit closures to a maximum of seventy-five (75) hours.

#### **ARTICLE N – UNIFORMS**

- N-1 Where a Nurse's uniform is damaged other than through her carelessness in the regular performance of her duties, the Hospital shall repair or replace the uniform at the Hospital's expense. This paragraph does not apply where the uniform can be restored to a condition acceptable to the Hospital by means of cleaning alone. It is the responsibility of each Nurse to maintain at her own expense her uniform in a clean and presentable conditions.

**ARTICLE O – MISCELLANEOUS****O-1            Beepers**

Nurses who are required by the Hospital to be on standby pursuant to Article 14.07 shall be provided with a beeper at the Hospital's expense for the time during which they are on standby.

**ARTICLE P - MODIFIED WORK**

P-1            The Hospital will notify the President of the Local Nurses' Association of the names of all Nurses off work due to a work related injury (whether or not the Nurses are in receipt of WSIB Benefits) and those on LTD by the 15<sup>th</sup> of each month.

P-2            When it has been medically determined that an Employee is unable to return to the full duties of her position due to a disability, the Hospital will notify and meet with the Local Association's Occupational Health and Safety Representative, or designate, the Nurse and the Staff Representative of the Ontario Nurses' Association if available to discuss the circumstances surrounding the Nurses' return to suitable work. The meeting will occur prior to the Employee returning to work on modified/light/alternate work.

P-3            The Hospital agrees to supply to the Association a copy of the WSIB (Form 7) (Employer's report of the Employee's Accident/Injury Report) within at least seventy-two (72) hours after it has been sent to WSIB. If the Association is of the opinion that the Form 7 contains errors or omissions it may request a meeting with the Hospital as soon as possible. If as a result of such a meeting the Hospital and the Association agree that the Form 7 contains errors and/or omissions the Hospital will inform the Board of such errors and/or omissions.

**ARTICLE Q - JOB-SHARING**

Q-1            The following conditions shall apply to Job Sharing arrangements in existence at the date of ratification and to those arrangements entered into after that date, pursuant to Article 20.01 of the Central Agreement unless otherwise agreed to by the parties.

- (a)            Job-sharing requests with regard to full-time positions shall be considered on an individual basis.
- (b)            Posted schedules for the job sharers shall be based on a schedule that would apply to a full-time Nurse holding that position. Such schedule shall conform with the full-time scheduling provisions.
- (c)            Total hours worked by the job shares shall equal one (1) full-time position and all scheduled tours must be covered. The division of these hours on the schedule shall be determined by mutual agreement between the two (2) Employees and the Program Director/Coordinator of the unit.
- (d)            The above schedules shall conform with the scheduling provisions for one full-time position as per the Collective Agreement. The job-sharers shall be considered regular part time for all other purposes.

- (e) Each job-sharer may exchange shifts with her partner, as well as with other Employees as provided by the Collective Agreement.
- (9) The job-sharers involved will have the right to determine which partner works on scheduled paid holidays and job-sharers shall only be required to work the number of paid holidays that a full-time Nurse would be required to work.

Q-2 Coverage

It is expected that both job-sharers will cover each other's incidental illnesses. If, because of unavoidable circumstances, one cannot cover the other, the Program Director/Coordinator/Designate must be notified to book coverage. Job-sharers are not required to cover for their partner in the case of prolonged or extended absences.

Q-3 Vacation, Maternity Leave, and other leaves pursuant to Article 11 of the Central Agreement

In the event that one member of the job-sharing arrangement goes on any of the above leaves of absence, the coverage will be negotiated with the Program/Director/Coordinator, but it is recognized that the remaining member of the position should be prepared to cover the leave of absence as much as possible. The job sharing partner shall cover her partner's vacation and they shall not form part of any vacation quotas.

Q-4 Implementation

- (a) Where the job-sharing arrangement arises out of the filling of a vacant full-time position, both job-sharing positions will be posted and selection will be based on the criteria set out in the Collective Agreements.
- (b) An incumbent full-time Employee wishing to share her position may do so without having her half of the position posted. The other half of the job-shared position will be posted and selection will be made on the criteria set out in the Collective Agreement.
- (c) If one of the job-sharers leaves the arrangement, her position will be posted. If there is no successful applicant to the position, the shared position must revert to a full-time position. The remaining Nurse will have the option of continuing the full-time position or reverting to a part-time position. If she does not continue full-time, the position must be posted according to the Collective Agreement.

Q-5 Discontinuation

Either party may discontinue the job-sharing arrangement with ninety (90) days notice. Upon receipt of such notice a meeting shall be held between the parties within fifteen (15) days to discuss the discontinuation. It is understood and agreed that such discontinuation shall not be unreasonable or arbitrary

When discontinuation occurs, the position will revert to a full-time position and one of the two job sharers shall assume the full-time position. In the event that both partners apply for the full-time position, seniority will decide. The unsuccessful applicant will revert to regular part-time. In the event that neither of the job sharers

applies for the full-time position, the full-time vacancy will be posted and the job sharers will revert to regular part-time status.

#### **ARTICLE R - NURSE ABUSE**

- R-1
- (a) The Hospital, with the Nurse's consent, will inform the Association within three (3) days of any Nurse who has been assaulted while performing her work.
  - (b) Such information shall be submitted in writing to the Association as soon as possible.
  - (c) The Hospital will consider a request for reimbursement for damages incurred to the Nurse's personal property

#### **ARTICLE S - MENTORSHIP**

- S-1
- A) Any Registered Nurse ("R.N.") interested in becoming a Mentor shall evidence said interest in writing to the Hospital by no later than January 1 of any given year to be effective for the current year. This writing shall include an up to date resume of the R.N.
  - B) The Hospital is accountable to select and assign the mentor for any given mentoring relationship. The Hospital will discuss with any applicant, if requested by the Nurse, ways in which she or he may be successful for future opportunities.

#### **ARTICLE T - TRAVEL**

- T-1 All travel authorized by the Program Director or Coordinator will be paid at thirty cents (30c) per kilometer.
- T-2 Where, by the nature of her job, if a Nurse is required by the Hospital to conduct home visits and/or transporting patients, the Hospital will pay the difference between the personal insurance premium and the business insurance premium each year upon presentation of evidence of the cost difference that the Nurse is covered.

**LETTER OF UNDERSTANDING**

Between:

**SARNIA GENERAL HOSPITAL**  
(Hereinafter referred to as the "Hospital")

And:

**ONTARIO NURSES' ASSOCIATION**  
(Hereinafter referred to as the "Union")

Re: Reassignment

The parties acknowledge that in accordance with the Employer's right to manage and direct its operations it may be necessary from time to time to reassign Nurses to other nursing units within the Hospital.

In the event an overstaffed situation occurs on a particular nursing unit, Nursing Management will reassign the affected Reg. Nurse(s) to another suitable assignment.

The decision is based on the patient care requirements on each nursing unit in conjunction with the skill, knowledge and experience of the affected Nurses of both nursing units. If patient requirements are met on each unit, the most junior Nurse in the overstaffed unit may be reassigned.

Nurses selected by the Hospital for reassignment may request to take in lieu of reassignment lieu time, a paid holiday, vacation day or L.O.A., if the Nurse is so entitled.

Reassignment to another nursing unit shall not be construed to be a change in the Nurse's work schedule.

This decision affects only the tour in which overstaffing has occurred.

Dated at *Sarnia*, Ontario, this *1st* day of *August* 2001.

FOR THE EMPLOYER

FOR THE UNION

*A. Evans*

*[Signature]*  
Labour Relations Officer

*Edith Macdonald*

*[Signature]*

*Colleen Cook*

*[Signature]*

*Kelly-Ann Delamain*

*[Signature]*

*Kathy Potts*

*[Signature]*

**LETTER OF UNDERSTANDING**

Between:

**SARNIA GENERAL HOSPITAL**  
(Hereinafter referred to as the "Hospital")

And:

**ONTARIO NURSES' ASSOCIATION**  
(Hereinafter referred to as the "Union")

Re: ARTICLE 9.09 - Internships

If the need arises to establish an internship program for the purpose of meeting future projected nursing shortages, the parties will meet to determine the implementation and guidelines for such an arrangement subject to the principles contained at Article 9.09.

SIGNED at Sarnia, Ontario this 4<sup>th</sup> day of April, 2001.

FOR THE EMPLOYER:

Dave Evans

Edith Macdonald

Gina Taylor

Kelly-Ivnn Delaurier

Colleen Cook

FOR THE UNION:

Barb Conlon  
Employment Relations Officer

Pam Gallie

Joan Leatherland

George Rudanycz

Colleen Theriault



**LETTER OF UNDERSTANDING**

Between:

**LAMBTON HOSPITALS GROUP  
SARNIA GENERAL HOSPITAL, SARNIA**  
(Hereinafter referred to as the "Hospital")

And:

**ONTARIO NURSES' ASSOCIATION**  
(Hereinafter referred to as the "Union")

Re: ARTICLE 13.03 – Innovative Schedules

The parties agree that schedules, other than those included in Articles 13.01 and 13.02, maybe developed in order to improve quality of working life, support continuity of patient care, ensure adequate staffing resources, and support cost-efficiency. When a nurse on a unit submits, in writing, a request to work under the innovative scheduling provisions, the Hospital, and the Union will meet to consider the request and if there is agreement to proceed, discuss and finalize the implementation issues.

SIGNED at Sarnia, Ontario this 4<sup>th</sup> day of April, 2001.

FOR THE EMPLOYER:

Dave Evans

Edith Macdonald

Gina Taylor

Kelly-lynn Delaurier

Colleen Cook

FOR THE UNION:

Barb Conlon  
Employment Relations Officer

Pam Gallie

Joan Leatherland

George Rudanycz

Colleen Theriault

**LETTER OF UNDERSTANDING**

Between:

**LAMBTON HOSPITALS GROUP  
SARNIA GENERAL HOSPITAL, SARNIA**  
(Hereinafter referred to as the "Hospital")

And:

**ONTARIO NURSES' ASSOCIATION**  
(Hereinafter referred to as the "Union")

**Re: ARTICLE 13.04 – Unit Weekend Schedules**

In order to meet the Hospital's needs for weekend staff and individual Nurses' preference for working weekends, the parties agree that when a Nurse on a unit submits in writing a desire to work a weekend schedule, the Hospital and the Union will meet to discuss implementation issues which include but are not limited to:

Introduction / discontinuation;  
Averaging of hours;  
Paid holiday bank / vacation banks;  
Scheduling provisions.

SIGNED at Sarnia, Ontario this 4<sup>th</sup> day of April, 2001.

FOR THE EMPLOYER:

Dave Evans

Edith Macdonald

Gina Taylor

Kelly-Ivnn Delaurier

Colleen Cook

FOR THE UNION:

Barb Conlon  
Employment Relations Officer

Pam Gallie

Joan Leatherland

George Rudanycz

Colleen Theriault

**LETTER OF UNDERSTANDING**

Between:

**LAMBTON HOSPITALS GROUP  
SARNIA GENERAL HOSPITAL, SARNIA**  
(Hereinafter referred to as the "Hospital")

And:

**ONTARIO NURSES ' ASSOCIATION**  
(Hereinafter referred to as the "Union")

Re: 2DAY/2NIGHT

The employer and the Union agree to meet within thirty days of ratification or release of the Arbitration award to discuss implementation of a 2 Day 2 Night schedule on a trial basis.

SIGNED at Sarnia, Ontario this 4<sup>th</sup> day of April, 2001

FOR THE EMPLOYER:

Dave Evans

Edith Macdonald

Gina Taylor

Kelly-lynn Delaurier

Colleen Cook

FOR THE UNION:

Barb Conlon  
Employment Relations Officer

Pam Gallie

Joan Leatherland *Joan Leatherland*

George Rudanycz *George Rudanycz*

Colleen Theriault

**SCHEDULE C**

COMMITMENT OF REGULAR PART-TIME NURSES  
 WHERE SUCH COMMITMENT  
 DIFFERS FROM 37.5 HOURS IN TWO (2) WEEKS  
 As per H-4

<b>3 EAST</b>	<b>(in 2 weeks)</b>	<b>4<sup>th</sup> MEDICAL</b>	<b>(in 2 weeks)</b>
Enders	45 hours	Lacey	41.25 hours
Weiss	45 hours	Steadman	41.25 hours
<b>PARR</b>		<b>EMERGENCY</b>	
McGee	60 hours	Surins	39.3 hours
Auger	60 hours	Gould	39 hours
		McKay	39.3 hours
<b>LCCU</b>		<b>AMBULATORY CARE</b>	
Marriott	51.6 hours	Brownlee	45 hours
Lyford	46.9 hours	Wilson	45 hours
Petrocco	45.9 hours	cox	33.75 hours
Robichaud	45 hours		
<b>PEDIATRICS</b>		<b>SAME DAY SURGERY</b>	
Coles	52.5 hours	McGregor	45 hours

The Union reserves the right to post the above list to ensure there is agreement amongst all the members that could be affected by revisions to Schedule "C".