

DATE: 8/12/2019

LETTER OF AGREEMENT
between
KAISER FOUNDATION HEALTH PLAN OF THE NORTHWEST
and
OREGON FEDERATION OF NURSES AND HEALTHCARE PROFESSIONALS, AFT LOCAL NO. 5017

RE: Hospice RN After Hours Staffing

BACKGROUND

Kaiser Foundation Health Plan of the Northwest ("Employer" or "Kaiser Permanente") and Oregon Federation of Nurses and Healthcare Professionals, AFT Local No. 5017 ("Union" or "OFNHP") (collectively, "the parties") are parties to a collective bargaining agreement ("CBA"), which covers Registered Nurses (RN) performing certain work in the Hospice program of the Continuing Care Services Department. This Letter of Agreement ("LOA") is intended to supplement the CBA as applicable to only the RN's employed in the Hospice and Palliative Care program. To the extent this LOA conflicts with the CBA with respect to the RNs, this LOA shall govern.

The parties met in 2018 and 2019 to discuss appropriate RN staffing, particularly related to overnight and weekends, that is a regulatory requirement for the Hospice and Palliative Care Program. To address this, the parties agree to the following:

AGREEMENT

1. Day Shift Team Leads as follows:
 - 2 shifts per day and remain at 10 hours
 - RNTL 0700-1730
 - RNTL 0900-1930
 - If the RNTL needs assistance from 0700-0900 they will coordinate with management to get assistance.
2. A rotation of 0700 and 0900 shifts will be established.
3. .5 Weekend RNTL position will be maintained. Other RNTLs will have an every 3rd weekend
 - a. RNTL will coordinate with manager if unable to lead the morning huddle
4. Management will maintain two (2) on-call per diem RNTL/RN visit nurses After Hours RNTL:
 - a. RNTL will work 12-hour 1900-0730 shift.
 - b. Two (2) 0.9 FTE and one (1) position that works one (1) .3 FTE.

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- c. RNTL will utilize ACD Line.
 - d. RNTL will complete a work from home agreement with management and will be allowed to work from home in accordance with that agreement.
 - e. Every other weekend rotation will be implemented.
 - f. These shifts are continuous work shifts. This will include management of calls and in baskets.
5. After Hours Visit Nurse:
- a. Evening shift 1500-2300 (1) assigned per day
(1) 0.8 FTE (1) 0.6 FTE
 - b. Night Shift 2300-0730 (1) assigned per day
(1) 0.8 FTE and (1) 0.6 FTE
 - c. Every other weekend rotation
 - d. A .3 FTE and .6 FTE will be posted as a .9 FTE that will be assigned (1) 12-hour shift RNTL and (3) 8 hour shifts for RN Visit
6. Night RNTL and night visit RN will work 3 holidays per year. The work group will establish a process to cover holidays. If the work group is unable to establish a process, then seniority will govern.
7. Management retains the right to assign work within the job description. Both days and night RNTL work in the RN, Advice Hospice Pall Care Job description. (Job code 4888)
8. If the night shift individual calls in ill the supervisor will fill the vacancy in the following order.
- a. Supervisor will utilize on call employees to backfill the entire staff.
 - b. Supervisor will ask for volunteer. Employee will be placed on standby and receive standby pay. Employee will be paid double time if called to work.
 - c. If unable to get a volunteer to do this work, we will activate back up call calendar for standby to cover shift. On call will only respond to urgent matters. Employee will be placed on standby and receive standby pay and will only be utilized for RN specific or urgent patient needs. Employee will be paid double time if called to work.
 - d. If Supervisor cannot fill by executing 1-3 the supervisor will perform the bargaining unit work in case of peak load.
9. Back Up Calendar obligation will cover time frame of 1700 – 0730 which ever shift is open.
- a. Standby pay will be dispensed regardless of whether or not the employee is activated.
 - b. Standby pay will be \$5.00 PER HOUR
 - c. Back Up Calendar signups will occur every six (6) months. The most senior shall sign up first. Standby will be shared equally regardless of seniority over course of calendar year or coded FTE.

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- d. It will include all Hospice PHNs and RNTLS.
 - e. RNs will be required to sign up for no more than one back up night a month.
 - g. If activated employee may choose to take the next day off.
 - h. When position vacancies occur volunteers will be asked to cover open shifts. If no volunteers are available, the least senior will be assigned.
 - i. New RNs will be placed on the Back Up Calendar 30 days after deemed independent.
 - j. The Back Up Calendar sign up process will be reviewed every six (6) months after execution of this agreement.
 - k. Once back up calendar is finalized staff may trade among themselves.
 - l. If an employee is unable to drive at night transportation will be provided
 - m. If you are called out pay shall be a minimum of four (4) hours double time pay.
10. Both parties will meet 90 days after execution to review the LOU. At that time, either party may initiate negotiations, but the status quo shall persist until mutual agreement is reached.
11. The Union filed a grievance on May 21, 2018 over issues relating to mandatory overtime and 12-hour rest periods between shifts. Both parties agree this grievance is resolved.

AGREED:

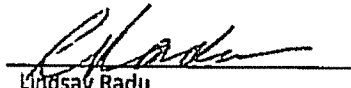
For the Union:



Adrienne Enghouse
Executive President
OFNHP

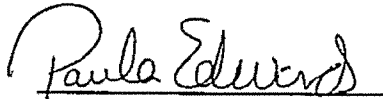
8/27/2019
Date

For the Employer:




Lindsay Radu
Senior Director, Continuing Care Services
Kaiser Permanente

8/27/2019
Date



Paula Edwards
Senior Manager, Hospice Program, CCS
Kaiser Permanente

8/28/19
Date



Jonathan Uto
Senior HR Consultant
Kaiser Permanente

8/29/19
Date