

Between

**Oregon Federation of Nurses and Health Professionals  
AFT Local 5017**



**Service Unit**

And

**PeaceHealth Southwest Medical Center**



**Collective Bargaining Agreement**

**December 1, 2023  
to  
September 30, 2027**

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## **Article 1**

### **Recognition and Bargaining Unit**

**1.1 Recognition and Bargaining Unit Description.** The Employer recognizes the Union as the exclusive collective bargaining representative of all full-time, regular part-time, and Per-Diem service employees as described in NLRB Case # 19-RC-187163.

**1.2 New and Substantially Modified Positions.** If the Employer creates a new bargaining unit position or substantially changes the requirements, responsibilities and duties of an existing position, the Employer shall provide written notice to the Union, including the position description and a proposed rate of pay, at least fourteen (14) days prior to implementation of the new or substantially revised position. If the Union requests bargaining within fourteen (14) days after receipt of the notice, the parties will meet to bargain the rate of pay. The Employer's proposed rate shall be paid while negotiations proceed.

## **Article 2**

### **Union Stewards, Representatives, and Related Provisions**

**2.1 Union Stewards.** Union Stewards are bargaining unit employees. The Union shall provide the Employer a list of all Union Stewards and elected union representatives from the bargaining unit. The transaction of Union business shall be on the employees' own time, except a Union Steward on duty shall be paid their regular rate of pay for attending grievance meetings and investigatory interviews.

**2.2 Union Representatives' Access to Premises.** Non-employee Union Representatives (employees of the Union) shall be permitted access to public areas of the facilities for the purpose of ascertaining whether this Agreement is being observed and to assist Stewards in the administration and enforcement of the Agreement. Should a Union Representative require access to a bargaining unit member breakroom, they shall notify the appropriate Employer Representative in advance, and such access shall not be unreasonably denied. In the event the breakroom is closed, the employer shall provide an alternative private meeting space in an adjacent department that is not closed. Should the Union Representative require access to any other non-public area, they will make arrangements in advance with the appropriate Employer Representative, and such access shall not be unreasonably denied.

**2.2.1 Union Leave Access.** Union Members on union leave entering the facilities to transact union business shall be subject to the same access provisions as Union Representatives.

**2.3 New Employee Orientation.** The Employer will provide advance notice to the Union of the schedule for new employee orientation, the schedule for the Union to present to the new employees for up to forty-five (45) minutes during the orientation, and the location of the orientation. The Employer will provide a Union Steward or Representative the opportunity, on release time without pay, to meet with new bargaining unit members at the new employee orientation or during an alternate time during the orientation process. New employees will be paid for up to forty-five (45)

minutes for this part of orientation. If new employee orientation occurs online, the Union and the Employer will work together to ensure time for a union presentation in accordance with the above.

**2.4 Union Boards.** The Employer will provide the Union board space of 24" X 36" for posting other Union-related notices. Union boards will be in non-patient care areas, such as break rooms, that are accessible to bargaining unit employees.

**2.5. Printing of Agreement.** The Employer and the Union shall share equally the cost of printing sufficient copies of this Agreement for distribution. The content of the cover of this Agreement shall be determined by mutual agreement between the parties.

### **Article 3 Union Membership**

**3.1 Union Membership.** All employees will, within thirty-one (31) days after hire or the signing of this Agreement, whichever occurs later, become and remain members in good standing of the Union as a condition of employment. Membership in good standing shall be defined as the obligation to pay periodic dues and initiation fees, or upon request from an employee who wishes to pay an agency fee in lieu of membership in the Union, to pay that portion thereof which represents the Union's costs of representing employees. Newly hired employees will be made aware of this provision at the time of orientation. Employees who fail to comply with this requirement shall be discharged by the Employer within thirty (30) days after receipt of written notice to the Employer from the Union, unless the employee fulfills the membership obligations set forth in this Agreement.

**3.2 Religious Objection.** Any employee who is a member of and adheres to established and traditional tenets or teachings of a bona fide religion, body, or sect which has historically held conscientious objections to joining or financially supporting labor organizations shall not be required to join or financially support the Union as a condition of employment. Such an employee shall, in lieu of dues and fees, pay sums equal to such dues and fees to a non-religious charitable fund. These religious objections and decisions as to which fund will be used must be documented and declared in writing to the Union. Any employee exercising his or her right of religious objection must provide the Union with a receipt of payment to an appropriate charity on a monthly basis.

**3.3 Hold Harmless.** The Union will indemnify and hold the Employer harmless from all claims, demands, suits, or other forms of liability that may arise against the Employer for or on account of any action taken by the Employer to terminate an employee's employment pursuant to this Article.

**3.4 Dues Deduction.** During the term of this Agreement, the Employer shall deduct dues and, where applicable, an initiation fee from the pay of each member of the Union who voluntarily executes a wage assignment authorization form. When filed with the Employer, the authorization form will be honored in accordance with its terms.



Deductions will be promptly transmitted to the Union by check payable to its order. The Employer will also provide a roster in electronic format that includes the employee's name and identification number, the amount deducted, and earnings for the pay period. Upon issuance and transmission of a check to the Union, the Employer's responsibility shall cease with respect to such deductions. The Union and each employee authorizing the assignment of wages for the payment of Union dues hereby undertakes to indemnify and hold the Employer harmless from all claims, demands, suits, or other forms of liability that may arise against the Employer for or on account of any deduction made from the wages of such employee.

**3.5 Voluntary Political Action Fund Deduction.** During the term of this Agreement, the Employer shall deduct the sum specified from the pay of each member of the Union who voluntarily executes a PEAC (OFNHP-PEAC) wage assignment form. When filed with the Employer, the authorized form will be honored in accordance with its terms. The union will provide a monthly report of any changes to the fixed PEAC (OFNHP-PEAC) amounts.

**3.6 Bargaining Unit Roster.** The Employer shall submit monthly to the Union a report or reports covering all bargaining unit employees currently employed by the Employer, including their name, address, primary phone number, employee identification number, job title, department name, date of hire, rate of pay, monthly gross pay (overtime excluded), straight time monthly hours, FTE status, dues deduction, PEAC (OFNHP-PEAC) deduction, any employee terminations out of the bargaining unit, transfers into or out of the bargaining unit.

#### **Article 4 Non-Discrimination**

The Employer shall not discriminate against any individual with respect to compensation, terms, conditions or privileges of employment because of race, color, religion, national origin, citizenship, political ideology, age, sex, marital status, sexual orientation, gender, gender identity or expression, disability, or other protected class in accordance with applicable state and federal laws. In the event that the Americans with Disabilities Act (ADA) or any other law requiring accommodation of an employee conflicts with provisions of this Agreement, such law shall control.

#### **Article 5 Categories of Employees**

**5.1 Full-Time Employee.** A regular full-time employee is an employee who is typically scheduled to work forty (40) hours per week or for twelve (12) hour shift employees, thirty-six (36) hours per week. This definition does not apply to employee health and welfare benefits.

**5.2 Part-Time Employee.** A part-time employee is an employee who is typically scheduled to work less than forty (40) hours per week or for twelve (12) hour shift employees, less than thirty-six (36) hours per week. This definition does not apply to employee health and welfare benefits.

**5.3 Per-Diem Employee.** Per-Diem employees work on an intermittent basis or to supplement the regular work force on a scheduled or unscheduled basis to provide relief for emergencies, employee absenteeism, to fill in after an employee leaves their position until a new regular employee can be hired, for temporary increases in workload, or other unexpected events after full-time and part-time employees are scheduled for their assigned FTE. Employees who hold a Per-Diem position, in addition to an FTE position, may be regularly scheduled for up to forty (40) hours in a work week. Per-Diem employees must, as a condition of employment, agree to maintain the skills of their position. Per-Diem availability shall be due three weeks prior to the posting of the schedule.

#### **5.3.1 Per-Diem Employee Availability Requirements**

Per-Diem staff will be available to be scheduled:

- a. A minimum of 6 shifts per month, and for per diem employees working 12 hour shifts a minimum of 4 shifts per month. If a Per-Diem Employee does not work at least six (6) shifts within a three (3) month period, the Per Diem Employee will be deemed to have resigned, unless the Per Diem Employee is on a protected leave of absence. The three (3) month periods for Per Diem availability shall be defined as January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. The employee shall not be considered to resign if the Employer does not have at least six (6) shifts to offer the Per Diem Employee in the three (3) month period.
- b. Be willing to work all shifts including days, swing, nights on any day of the week, based on department needs.
- c. Per-Diem's will be available to work one holiday in Spring/Summer and one holiday in Fall/Winter.
- d. Per-Diem's will not be required to work varied shifts in a 72-hour period without mutual agreement.
- e. Employees that hold at least a .5 FTE and secondary Per-Diem assignment will not be held to the above availability requirements but must maintain their competency in the Per-Diem position, as determined by the Employer.
- f. Employees with multiple Per-Diem assignments will be held to the above for their primary assignment.

**5.4 Temporary Employee.** A temporary employee is one hired to work during any period when additional work of any nature requires a temporarily augmented workforce, or in the event of an emergency, or to relieve regular employees due to unscheduled absence, illness, leave of absence, or to work during holidays or vacation periods. Temporary employees are excluded from the bargaining unit and are not covered by this Agreement. Such employment shall not exceed twelve (12) consecutive months per individual in a rolling calendar year.

**5.5 Introductory Period.** The first one hundred and twenty (120) calendar days of continuous employment with the Employer shall be considered an introductory period. During or at the conclusion of the introductory period, the Employer may decide to terminate the employment relationship for any reason without notice and such termination shall not be subject to the grievance procedure. The introductory period, with notice to the Union, may be extended for up to sixty (60) additional days. Before initiating an extension of the introductory period, the supervisor or designee of an introductory employee will meet with the employee to discuss any areas in which the employee needs to improve their performance. This meeting shall take place no later than thirty (30) days prior to the expiration of the introductory period, unless extenuating circumstances arise.

**5.5.1** If an employee's introductory period is interrupted by an approved leave for reasons such as medical leave/emergency, military duty call up, or pre-arranged leave for a period of fourteen (14) days or more, the introductory period may be extended by the length of the interruption.

**5.6 Change in FTE and Per-Diem Status.** If an employee works for more than ninety (90) days with increased hours, the employee or the Union shall have the right to request in writing a review of the employee's assigned FTE status. The review will be limited to hours regularly scheduled. Hours in relief for vacation, sick leave, to fill in after an employee leaves their position until a new regular employee can be hired or leave of absence of another employee will be excluded from consideration. The request shall be submitted to Human Resources. If the review process results in a determination that an increased FTE status within the unit is warranted, a position shall be posted.

## **Article 6 Employer Rights**

The Union recognizes the Employer's right to operate and manage its business and facilities. Except where limited by a specific provision of this Agreement, all rights are subject to the Employer's exclusive control. These rights include, but are not limited to, the following: to determine the number of employees to be employed in each operation, shift, or department; to establish, change, modify, interpret or abolish the Employer's policies and procedures; to increase or diminish, change, improve or discontinue operations, programs and jobs, in whole or in part; to increase or diminish, change, improve or discontinue personnel, in whole or in part; to hire, promote, and transfer employees; to suspend, discharge, demote and discipline employees for just cause; to determine the duties of and to direct employees in their duties, including direction as to the location of the work to be performed; to lay off employees; to authorize work to be performed by any outside person or entity as selected by the Employer; to evaluate the performance and competency of employees in their assigned work; to increase or change the content, substance or methodology of any work assignment; to determine materials and equipment to be used; to reward and pay employees; and to determine working schedules, including allocation of and requirement of overtime. The parties recognize that the above list is for illustrative purposes and does not exclude those rights and responsibilities not mentioned above.

The Employer's failure to exercise any right, prerogative or function hereby reserved to it, or the Employer's exercise of any such right, prerogative or function in a particular way, shall not be considered a waiver of the Employer's right to exercise such right, prerogative or function or preclude it from exercising the same in some other way not in conflict with the expressed provisions of this Agreement.

## **Article 7 Personnel Files**

The Employer will comply with all statutory requirements applying to personnel records as outlined in Washington State Law RCW 49.12.250. Additionally, at the request of an employee, the Employer shall provide reasonable opportunity for the employee to inspect, at the place of employment or place of work assignment, those personnel records of the employee which are used or have been used to determine the employee's qualification for employment, promotion, additional compensation, employment termination, or other disciplinary action. At the request of the employee, the Employer shall furnish such records within seven (7) business days.

## **Article 8 Just Cause Discipline**

### **8.1 Discipline and Discharge.**

**8.1.1** No employee shall be disciplined or discharged without just cause.

**8.1.2** The Employer agrees that progressive discipline should apply to those cases where the employee's conduct or performance does not warrant a more severe level of discipline, including immediate discharge.

**8.1.3** Except in cases where mitigating circumstances can be demonstrated, the Employer will commence investigations of employees that may result in disciplinary action within fourteen (14) days of management's knowledge of the incident.

**8.1.4** The foregoing shall not limit the Employer's right to place an employee on paid suspension pending an investigation. No employee shall be subject to an investigatory suspension of more than fourteen (14) days, unless mutually agreed to.

**8.1.4.1** When an employee is removed from the schedule due to suspected impairment and/or diversion, that employee will be placed on unpaid administrative leave pending the outcome of the investigation. All pay and benefits will be reimbursed to the employee if either/both are not substantiated.

**8.1.5** An employee involved in an investigatory meeting with management will be advised of the reason for the meeting and whether or not it is related to discipline in advance of the meeting. Discussions related to discipline shall be conducted in a private setting, away from employees, patients, and the public. "Discussion

related to discipline" does not include communication or coaching related to an immediate patient or other safety issue requiring intervention.

In the event the Employer has identified a specific policy that may have been violated prior to the investigatory interview, the Employer will provide a copy of the specific policy at the investigatory meeting to the employee and a representative at the meeting.

Investigatory meetings typically will include up to the following individuals: a leader, an additional leader or representative from Human Resources, a union representative, and the employee who has been called into the investigatory meeting. The Employer and/or the Union may include additional individual(s), for example a notetaker or trainee, with advance written notice to the other party.

**8.1.6** Except where mitigating circumstances exist, the Employer will make a good-faith effort to complete investigations and issue written disciplinary notices within forty-five (45) days from the date it became aware of a violation or should have been aware. The Employer shall issue written disciplinary notices within fourteen (14) days following the completion of the investigation, unless the involved parties are not available to meet within fourteen (14) days.

**8.1.7** An employee involved in a meeting to receive disciplinary notice will be advised of the reason for the meeting. Only upon the request of the employee, an employee may have a union steward or union representative present as a non-participatory witness to the delivery of written discipline. The request for a union steward or union representative witness may not delay the delivery of such discipline.

**8.1.8** The Employer will provide an affected employee with a copy of any written disciplinary notice. The Employer will inform the employee that the employee may request a copy of the disciplinary notice be forwarded to the Union by making a notation on the corrective action form. If an employee requests the union receive a copy of the disciplinary notice, the Employer will provide the disciplinary notice to the Union within fourteen (14) days. The employee shall sign the notice only to acknowledge receipt, and the employee's signature shall not constitute agreement with the disciplinary action or an admission of guilt.

**8.2 Removal of Written Discipline.** Upon request by an employee, written disciplinary notices will be removed from the employee's personnel file after two (2) years if there have been no further disciplinary occurrences during that two (2) year period, with the following exceptions: (1) violation of the Employer's non-discrimination policies, including sexual harassment; (2) conduct threatening or endangering patient safety; (3) coworker abuse issues or; (4) theft or falsifying records, or (5) unlawful breach of confidentiality or other privacy. Such disciplinary notices shall remain in effect for a maximum of three (3) years for purposes of progressive discipline. The employer will

send a notice to the employee confirming removal no later than fourteen (14) days after the request.

## **Article 9 Grievance Procedure**

**9.1 Definition.** A grievance is defined as an alleged breach of the terms and conditions of this Agreement. If any such grievance arises during the term of this Agreement, it shall be submitted to the following grievance procedure:

**9.1.1 Group Grievances.** A dispute arising on behalf of multiple employees or the entire bargaining unit,

**9.1.2 Days.** For the purpose of this article “days” include Saturday, Sunday, and holidays.

**9.1.3 Extension.** Time limits set forth in the following steps may only be extended by mutual written consent of the parties, including confirmation via email.

**9.1.4** Grievances may be, by mutual written consent of the parties, referred back for further consideration or discussion to a prior step or advanced to a higher step of the grievance procedure.

**9.2 Pre-grievance Resolution (Informal Procedure)** Except in cases of documented discipline or a group grievance, an employee will first attempt to resolve the problem with the employees’ immediate supervisor or designee. When the employee brings the matter to the supervisor’s or designees’ attention, the employee may identify the matter as a potential grievance. When notified, the supervisor or designee will make a good-faith effort, at the earliest available opportunity, to resolve the matter. If the meeting or resolution appears to extend at or beyond the timeline under 9.3.1, either party may request an extension. The employee may request the assistance of the Shop Steward or Union representative for this procedure.

**9.3 Formal Procedure:** In accordance with 9.2, an employee who wishes to pursue a grievance will do so under the following procedure.

**9.3.1 Step 1.** The employee or the Union will submit the signed grievance to the Employer’s Human Resources department within thirty (30) days after the employee knew or should have known of the occurrence on which the grievance is based. The written grievance will describe the alleged breach of this Agreement, the date of the alleged breach, the specific provisions of this Agreement alleged to have been violated, and the specific remedy requested. The written grievance will be referred to the employee’s department manager or designee. Within fourteen (14) days thereafter, the manager or designee and the employee and his or her Shop Steward or Union representative will meet in an attempt to resolve the grievance. The manager or designee will provide a written response to the grievance within fourteen (14) days after the Step 1 meeting.

**9.3.2 Step 2.** If the grievance is not resolved at Step 1, the Union may submit the grievance to the Employer’s Human Resources department within fourteen (14) days following receipt of the Step 1 response. The grievance will be referred to the appropriate Director or designee. Within fourteen (14) days thereafter, the Director or designee and the employee and his or her Shop Steward or Union

representative will meet in an attempt to resolve the grievance. The Director or designee will provide a written response to the grievance within fourteen (14) days after the Step 2 meeting.

The Union may initiate a grievance at Step 2 if the grievance involves either a group of employees, the entire bargaining unit or is related to a termination and the grievance is submitted within fourteen (14) calendar days from the date the employee(s) were or should have been aware a grievance existed.

**9.3.3 Step 3.** If the grievance is not resolved at Step 2, the Union may submit the grievance to the Employer's Human Resources department within fourteen (14) days following receipt of the Step 2 response. Within fourteen (14) days thereafter, the Chief Operations Officer (COO) or designee and the employee and his or her Shop Steward or Union representative will meet in an attempt to resolve the grievance. The COO or designee will provide a written response to the grievance within fourteen (14) days after the Step 3 meeting.

**9.3.4 Step 4.** If the grievance is not resolved at Step 3, the Union may, no later than fourteen (14) days after receiving the Employer's Step 3 response, notify the Employer of the Union's intent to submit the matter to arbitration. By mutual agreement, the parties may request the services of a mediator by submitting the dispute to the Federal Mediation and Conciliation Service prior to selecting an arbitrator. If the parties do not pursue mediation or the dispute is not resolved in mediation, the parties will within fourteen (14) days of the conclusion of mediation or notification to proceed to arbitration, seek to select a disinterested party to serve as an arbitrator. If the Employer and the Union are unable to agree upon an arbitrator, then the arbitrator will be selected by process of elimination from a panel of seven arbitrators furnished by the Federal Mediation and Conciliation Service. The arbitrator will render a decision as promptly as possible after the date of case presentation. The decision of the arbitrator will be final and binding on the Employer, the Union, and the employee(s).

**9.4 Arbitrator Authority.** The arbitrator will have no authority to change, modify, subtract from or add to the provisions of this Agreement. Instead, the arbitrator will have authority only to apply and interpret the provisions of this Agreement in reaching a decision. The arbitrator's fee and expenses will be borne equally by the parties. All other expenses, including attorney's fees, will be borne by the party incurring those expenses.

**9.5 Implicit Denial and Implicit Resolution.** If the Employer fails to meet any of the time limits set forth above, the Union may move to the next step in the procedure as if the grievance had been denied at the expiration of the relevant time limit. If the employee or the Union fails to meet any of the time limits set forth above, the grievance will be deemed resolved and neither the employee nor the Union may further pursue the grievance.

## **Article 10 Hours of Work**

**10.1 Work Period.** Seven (7) consecutive twenty-four (24) hour periods of time beginning at 12:00 am Sunday morning and ending at 11:59 pm on Saturday night.

### **10.2 Overtime.**

**10.2.1 Weekly Overtime.** All time worked in excess of forty (40) hours during a designated seven (7) day period will be considered overtime.

**10.2.2 Daily Overtime.** All time worked in excess of the employee's standard scheduled shift, of at least eight (8) hours, will be considered overtime.

**10.2.3 Overtime Rate.** Overtime will be paid at the rate of one and one-half (1<sup>1/2</sup>) times the employee's regular rate of pay. There will be no pyramiding or duplication of overtime pay. Non-worked hours are not included for purposes of determining overtime such as on-call hours, paid time off, jury duty, bereavement and any paid leaves of absence. All overtime must be properly authorized by the Employer except in emergent circumstances.

**10.2.4 Mandatory Overtime Work.** Mandatory overtime is prohibited except for when there is an unforeseeable emergent circumstance that would be detrimental to patient care.

**10.2.5 Overtime and Holiday Work.** Hours worked on Holidays will be counted toward computation of weekly overtime hours.

**10.3 Overtime Distribution.** All overtime within a unit will be distributed based upon a list of employees with bargaining unit seniority on a rotational basis. All overtime will be offered to employees per current unit processes. If an employee wishes to opt-out of overtime opportunity notices, they shall notify their manager or designee, in writing, and the employee will be removed, unless the employee notifies, in writing, their desire to opt back in. If the employee is offered overtime and the employee declines at least 90% of overtime opportunities over the course of four (4) consecutive weeks, the employee may be removed from receiving overtime notices, unless the employee notifies, in writing, their desire to opt back in. The most senior person on the bargaining unit seniority list who is qualified will be offered additional work hours first.

**10.4 Meal Periods and Rest Breaks.** The Employer will provide meal and rest periods in accordance with state and federal laws, except that the Employer agrees to provide rest periods in fifteen (15) minute increments in accordance with the Employer's policy. Rest breaks shall be considered time worked for pay purposes. Employees required to work during the meal period will be compensated for such work at the appropriate rate.

**10.5 Work Schedules.** Work schedules will be posted on at least a four (4) week basis and will be posted no later than fourteen (14) days prior to their effective date. Except in emergency circumstances, changes in the posted schedule will be by mutual agreement with the affected employees. Requests for scheduled days off, or to retract scheduled days off, must be submitted in accordance with article 15, Paid Time Off. Employees will not be pre-scheduled beyond their FTE without their consent, except as outlined in 10.2.4.



**10.5.1 Distribution of Additional Work.** Prior to the posting of the schedule, when additional work becomes available the shift(s) will be distributed on a rotational basis to employees in the department who email their scheduler their availability, first at straight-time, then at time-and-a-half, by mutual agreement between the individual employee and the Employer.

**10.5.2 Extra Shifts.** After the schedule is posted, when extra shift(s) become available they will be offered to employees according to the MOU for Voluntary Shifts.

**10.6 Report Pay.** With the exception of voluntary meetings, employees who report for work as scheduled shall be paid a minimum of two (2) hours' report pay at the straight time rate, unless the Employer makes a reasonable effort to notify the employee no less than two (2) hours prior to the beginning of the scheduled shift that he/she should not report. An employee may voluntarily agree to leave prior to expiration of the two (2) hour -period in lieu of staying and being paid for the full two (2) hours.

**10.7 Rest Between Shifts (Short Rest).** Each employee is entitled to an unbroken rest period of at least ten (10) hours between shifts based upon actual time worked. Any time worked without the required rest will be paid at the premium rate of time and one-half (1½) the regular rate of pay. For purposes of this paragraph, (1) working as a result of a trade or request by another employee to work a shift for which that employee was scheduled, (2) working a shift as a result of voluntary sign-up, not requested by the employer or (3) attending a non-mandatory meeting, a non-mandatory in-service or a non-mandatory education day shall not be deemed an event that disrupts an otherwise unbroken rest period.

**10.8 Consecutive Weekends.** The Employer will make all reasonable efforts to schedule employees so that they have at least every other weekend off. In the event that an employee is required to work on two (2) consecutive weekends, all time worked on the second weekend, and all consecutive subsequent weekends, will be paid at the rate of one and one-half (1½) times the employee's regular hourly rate of pay. The hours worked on a weekend after a weekend off will be paid at the employee's regular rate of pay. For purposes of this provision, the weekend is defined as commencing at 23:00 on Friday and concluding at 23:30 on Sunday.

This paragraph shall not apply if an employee voluntarily agrees to work on the weekend, voluntarily agrees to work every weekend at the time of hire, or works a weekend via a shift trade with another employee. A weekend is defined as Saturday and Sunday for the first and second shifts; and, for the third shift, Friday and Saturday or Saturday and Sunday, as designated by the Medical Center upon a caregiver's employment or subsequently upon a caregiver's change of unit, hours or position title.

This section shall not apply to Per-Diem employees.

**10.9 On-Call or Standby/Call Back.** Employees will be paid \$4.50 per hour while on standby. Employees placed on standby status during a recognized holiday will be compensated at \$5.50 per hour. Standby hours will not be counted as hours worked.

An employee on standby status who is called in to work will be compensated for standby pay in accordance with current policy.

In the event of a call back there will be a minimum call back pay of three (3) hours or the actual hours worked, whichever is greater. Another minimum guarantee of three (3) hours is not initiated if a caregiver is called back to work prior to the expiration of the previous three (3)-hour minimum.

When an employee is called back less than three (3) hours prior to his/her scheduled shift, the minimum call back will instead be for the period of time from when the employee reports to work until the beginning of the next scheduled shift, whether or not the Medical Center interrupts the call back during that period.

**10.10 Holidays.** All hours worked on the following recognized holidays will be paid at the rate of time and one-half ( $1\frac{1}{2}$ ) the regular rate of pay:

New Year's Day  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Christmas Eve  
Christmas Day

Holiday pay shall apply for all hours worked from 11:00 p.m. on the day preceding the holiday until 10:59 p.m. on the actual holiday.

If, during the term of this Agreement, PeaceHealth recognizes an additional holiday system-wide, the additional holiday will be added to this Section 10.10.

**10.10.1** Employees will have the option to use PTO if their area runs reduced staffing levels or is closed on a recognized holiday and they would normally be scheduled that day.

**10.11 Sixth and Consecutive Day.** Scheduling of over six (6) consecutive days of work is discouraged and should be done only in emergent situations regardless of work week or to accommodate an employee's request. Premium pay of time and one half ( $1\frac{1}{2}$ ) the employee's regular rate of pay will be paid on the sixth (6<sup>th</sup>) consecutive day worked, and each subsequent consecutive day worked, following five (5) consecutive days already worked, unless waived by mutual agreement.

- a) Any day the caregiver worked four (4) or more hours, will count toward sixth (6<sup>th</sup>) and consecutive day pay under this section. For purposes of this section, "day" is defined as the calendar day on which the caregiver's scheduled shift begins.
- b) The Medical Center may cancel any day of work to break the consecutive day

cycle.

- c) This section shall not apply to employee requests for a change or to an employee-initiated shift or schedule exchange(s) between two employees.

**10.12 Low Census.** Low census is defined as a reduction of hours for all or part of any employee's shift as necessitated by reduced medical center volumes or other occasions when staffing levels must be adjusted on a temporary basis. If an employee is low censused, the employee may choose to take time off without the use of Paid Time Off (PTO). Low census will be on a rotating basis. Prior to implementing low census procedure and assuming there are not volunteers, the Employer will make a good-faith effort to find suitable alternative work. Provided the department has the appropriate skill mix, employees will be low censused in the following order:

1. Agency Personnel.
2. Employees working at an overtime or premium rate of pay during the shift.
3. Volunteers.
4. Per Diem employees.
5. Employees working an extra shift (outside of their regular schedule).
6. Full-time and part-time employees on an equitable rotation basis that starts with the least senior employee, provided that skills, competency, ability and availability are considered equal.

## **Article 11**

### **Job Postings and Filling of Vacancies**

**11.1 Job Postings.** Job vacancies covered by this Agreement will be posted by the Employer. The Employer shall make decisions, at its sole discretion, as to whether vacancies exist.

**11.2 Filling of Vacancies.** To be considered for a posted position, an employee must apply in accordance with the Employer's policy and procedure. The Employer may post positions internally and externally at the same time. Bargaining unit candidates will be considered for the first seven (7) calendar days of the posting prior to considering non-bargaining unit candidates. Job profile/classification will be considered prior to other bargaining unit candidates. In the event a bargaining unit employee fails to submit a bid for a posted position within seven (7) calendar days, the Employer shall be free to select the most qualified applicant. It is understood that if more than one (1) bargaining unit employee applies and meets the criteria outlined below, the position will be awarded to the most senior bargaining unit employee in the following order:

- A. Position/job profile/classification, leads will be counted within the classification for which they are associated with.
- B. Bargaining unit.
- C. External candidates.

**11.2.1** Employees must meet all qualifications as established by the Employer. The qualifications will be listed in the job profile.

**11.2.2** Employees who received formal corrective action within the last ninety (90) days will not be considered for job vacancies, unless the Employer agrees otherwise.

**11.2.3** A change in FTE and/or shift change may be allowed within the same position/job profile/classification with mutual agreement.

**11.2.4** No employee shall be allowed more than two (2) awarded positions within a twelve (12) month period, unless mutually agreed otherwise between the individual Employee and the Employer.

**11.2.5** Awarded a position to a higher pay classification. An employee who is awarded a higher paying classification shall be compensated at the first step of the new classification/pay grade which is at least \$.50 per hour above the employee's current hourly rate of pay, or, if the employee has prior relevant work experience, the employee shall be compensated in the new classification at a rate of pay which fully credits the relevant prior work experience, whichever is greater. The employee shall progress on the wage scale in Appendix A from that point on.

**11.2.6** Awarded a position to a lower pay classification. An employee who is awarded a position in a lower pay classification shall be compensated at the same step in the lower classification/pay grade that the employee occupied in their former classification, unless the employee has prior relevant work experience, in which case the employee shall be compensated in the new classification at a rate of pay which fully credits prior relevant work experience. The employee will be placed at the pay step which is greater.

The start dates begin at the start of a new payroll period and generally do not exceed four (4) weeks from the date the job offer is accepted. The Employer shall notify the Union should there be a need for a delay in a start date and, at the request of the Union, shall meet to explore alternative options.

**11.3 Returning to Previous Job.** If at any time within the first ninety (90) days, the Employer or Employee decides the position is not suitable, the employee may be returned to his/her former position including shift, assignment, and scheduled hours without loss of seniority, provided his/her former position is still available. If the employee's position is not available, the employee will be returned to a comparable position in the same department and job title, if available.

## **Article 12**

### **Seniority**

**12.1 Definitions.** Seniority shall be defined as follows:

**12.1.1** "PeaceHealth Seniority" shall mean a full-time, part-time or Per-Diem employee's continuous length of employment within PeaceHealth or at PeaceHealth Southwest Medical Center from the most recent date of hire.

**12.1.2** "Bargaining Unit Seniority" shall mean an employee's length of employment in a position within the service unit at PeaceHealth Southwest Medical Center from the most recent date of hire.

**12.2 Bargaining Unit Seniority.** Full-time, part-time, and Per-Diem Employees shall be credited with one (1) year of Bargaining Unit Seniority for every-one (1) year of continuous employment in the bargaining unit with the Employer at PeaceHealth Southwest. For employees working at the time of ratification, Bargaining Unit Seniority will be based on their current PeaceHealth seniority date.

**12.3 Loss of Seniority.** An employee's Bargaining Unit Seniority will be broken for all purposes if:

**12.3.1** The employee terminates voluntarily or through layoff and is rehired by PeaceHealth Southwest in a bargaining unit position more than twelve (12) months later.

**12.3.2** The employee is discharged from employment for just cause.

**12.3.3** The employee is absent due to illness or injury (excluding on-the-job injury or illness covered by Worker's Compensation) or leave of absence from the bargaining unit for a period exceeding one (1) year, and seniority shall be frozen in accordance with Article 12.4.2 below.

**12.3.4** The employee applies to and is awarded a position out of the bargaining unit and serves more than twelve (12) months in a non-bargaining unit position. Seniority does not accrue for all time spent outside of the bargaining unit. Upon re-entry to the bargaining unit, members will commence bargaining unit seniority accrual.

**12.4 Freeze of Seniority.** Seniority shall be frozen for both PeaceHealth Seniority and Bargaining Unit Seniority for the following:

**12.4.1 Employer-Required Leave.** Employees on Employer-Required Leave will have their seniority (for the purpose of this Article) accrual frozen during the period of the leave. If the employee returns to work after the leave, their seniority accrual will re-start from the accrual they had when the leave started. This provision will not apply to administrative leaves.

**12.4.2 Employee Absence Due to Illness or Injury.** Employees absent due to illness or injury, excluding on-the-job injury or illness covered by Worker's Compensation, (under Section 12.3.3 above) will have their seniority (for the purpose of this Article) accrual frozen during the period of their absence. If the employee returns to employment within four (4) years, upon notification by the Union of prior seniority within fourteen (14) days after the employee's attendance at the Union New Employee Orientation, their seniority will restart from the accrual based on the employee's last day of work prior to the employee's absence, after confirmation of the employee's records.

**12.5 Seniority Tie Breaker.** If employees have the same bargaining unit seniority date, the following tie breaker will be used to determine the seniority order:

**12.5.1** Employees having the same seniority date will be placed on the seniority records based on the day of the month in which they are born (lowest number has highest seniority; highest number has lowest seniority). A second tie-breaker, if needed, will be based on the month of the year in which the employees are born (earlier month has higher seniority).

## Article 13

### Layoffs, Recalls, and Restructures

**13.1 Layoff.** A layoff is defined as a permanent or prolonged reduction in the number of employees employed by the Employer. Layoffs will be by job classification or by job classification within a department or unit. In the event of a layoff, the employee(s) with the least amount of bargaining unit seniority will be laid off first, provided that skill, competence and ability are substantially equal. Prior to implementing a layoff, the Employer may seek volunteers for layoff from among employees in those classifications and/or units affected by the layoff. Non-bargaining unit employees within the affected job classifications in a department or work unit on a shift will be released prior to the layoff of bargaining unit employees. Vacant positions within the shift and classification(s) covered by a layoff will not be filled during the period beginning with the notice of layoff and continuing to the date of layoff. This section does not apply to a reduction in FTE status.

**13.1.1 Notice of Layoff.** The Employer will provide notice of layoff to the Union and to affected employees no less than thirty (30) days in advance (or pay in lieu thereof based on scheduled workdays), unless unforeseeable conditions beyond the Employer's control prevent such notice. The Employer will provide the Union with a seniority roster and a list of vacant bargaining unit positions at the time of such notice. The list will include the unit, FTE and shift of the vacant positions. Upon request by the Union, the parties will meet to bargain the impact of management's decision.

**13.1.2 Vacant Positions.** The Employer will undertake a good-faith effort to place employees who are subject to layoff in comparable vacant positions. Vacant positions are comparable if they are in the same or similar classification, are at the same or greater base rate of pay, are on the same shift, are within 0.2 FTE of the employee's position at the time of layoff, and if the employee has the necessary skills and ability in the Employer's opinion to perform the work required within an orientation period of four (4) weeks. If the employee has not achieved a satisfactory level of performance in the judgment of the Employer within the four (4) week period, the employee will be placed on layoff status. Employees who decline the offer of a comparable vacant position are not eligible to exercise the options set forth in this Agreement.

**13.1.3 Severance Option.** Employees who are notified of elimination of their position may elect to receive severance benefits in accordance with the terms of the Employer's severance policy, as determined by the Employer in its sole discretion, in the same manner and for as long as the policy applies to all other non-supervisory employees of the Employer. An employee's election to receive severance benefits will constitute a waiver by the employee of any further rights set forth in this Agreement.

**13.1.4 Displacement Option.** An individual who is displaced and who is not offered a comparable vacant position shall be subject to the following provisions:

1. The individual has the right to displace the least senior employee in the same classification in a position of equivalent or lesser FTE on the individual's current shift.
2. If no such position on the individual's current shift is available, then the

individual has the right to displace the least senior employee in the same classification in a position of equivalent or lesser FTE on another shift.

**13.2 Recall.** Employees on layoff status will be placed on a reinstatement roster for a maximum period of twelve (12) months from the date of layoff. Employees in layoff status must apply for and will be selected for vacant positions in the same job classification and unit in reverse order seniority provided that the employee has the necessary skills and ability in the Employer's opinion to perform the work required within an orientation period of four (4) weeks. If an employee declines or fails to respond within seven (7) days to the Employer's offer of a position as defined above, then the employee's name will be removed from the reinstatement roster and the employee's recall rights will terminate.

**13.2.1 Vacant Positions.** An employee on the reinstatement roster may apply to a vacant position in a different classification in the same manner as any other regular employee pursuant to this Agreement.

**13.2.2 Per-Diem Option.** An employee's acceptance of a Per-Diem position as a result of displacement shall not affect their recall rights.

**13.2.3 Seniority and Benefits.** Seniority and benefits do not accrue while on layoff status. Upon recall within twelve (12) months of layoff, employees will have previously accrued seniority and benefits restored and will again commence accruing seniority and benefits (per applicable timelines).

**13.3 Unit Merger or Restructure.** In the event of a merger of two (2) or more units into a single unit or a restructuring of an existing department or unit, the Employer will determine the number of full-time and part-time FTEs by shift and by classification required for the new or restructured department or unit. Prior to implementation of the schedule, the Employer shall offer to meet with Union Representatives for the affected department(s) or unit(s) to discuss the reconfiguration of the FTEs in the department(s) or unit(s) and the new work schedules. A listing of the FTEs for each shift on the new/restructured department(s) or unit(s), including any qualification requirements, will be posted in the department(s) or unit(s) for at least ten (10) days. At the end of the posting period, the Union shall conduct a rebid in the new/restructured department(s) or unit(s). Employees will be awarded positions within the merged or restructured unit(s) in order of seniority in accordance with the employee's bid. If the unit merger or restructure results in a reduction in force, the layoff procedure in this Agreement will apply.

**13.4 Temporary Department Closure.** In the event of a scheduled temporary department closure that is anticipated to last longer than seven (7) days, the parties shall meet and discuss the details of the procedure to be used, which may include temporary reassignment where available, temporary layoff, and/or other alternatives.

## Article 14

### Wage Rates and Compensation

**14.1 Wage Rates.** All bargaining unit employees shall receive a wage increase of:

- 6% the first full pay period after ratification
- 5% the first full pay period following October 1, 2024
- 4.5% the first full pay period following October 1, 2025
- 4.5% the first full pay period following October 1, 2026

**PeaceHealth's Socially Just Wage.** The Employer agrees to maintain a Socially Just Wage rate for all employees in the bargaining unit. PeaceHealth's Socially Just Wage rate shall be a minimum of \$17.00 per hour, which shall be applied to employees' wage rates before the increases listed above.

**14.2 Step progression.**

- a. All employees hired on or before September 14, 2017 will advance to the next step commencing the first full pay period following September 14 of each year.
- b. Employees hired into the bargaining unit after September 14, 2017 shall advance to the next step commencing the first full pay period following one (1) year of service and annually thereafter.

**14.3 Wage Scale Placement for New Hires.** New employees covered under this Agreement will be given credit for years of relevant experience in comparable job as determined by the Employer.

**14.3.1 Credit for prior experience.** The wage rate for new employees covered under this Agreement will provide credit for years of recent relevant experience in comparable jobs. If an employee disagrees with their placement on the step scale, the employee shall request a review from Human Resource within sixty (60) days of hire. For each request received, the Employer will determine within thirty (30) days whether an upward adjustment in step placement is warranted. Adjustments will be retroactive to the date of hire. If the review is requested outside of the 60 days, the correction will be effective the first full pay period following the completion of the review.

**14.4 Compensation Above Contractual Rates.** The Union and the Employer, by mutual agreement only, may increase compensation over and above the amounts set forth in this Agreement, for limited periods of time.

**14.5 Shift Differentials**

**14.5.1 Evening Shift Differential.** Evening shift shall be defined as per the Employer's policy. Employees who work three (3) or more hours during the evening shift shall receive a differential of \$2.25 per hour for actual hours worked during the evening shift. Effective the first full pay period following October 1, 2024, the evening shift differential shall increase to \$2.75. **14.5.2 Night Shift Differential.** Night shift shall be defined as per the Employer's policy. Employees who work three (3) or more hours during the night shift shall receive a differential of \$4.50 per hour for actual hours worked during the night shift.



**14.5.3 Evening/Night Shift Differentials When Assigned Mandatory Training.** If an employee is removed from their regularly scheduled evening or night shift to attend mandatory training on a different shift, their normal shift differential will apply during the paid hours while on mandatory education or training. If the employee is removed from their regularly scheduled shift and the duration of the mandatory training is less than the hours of their shift, the employee shall be offered work to make up for any lost hours. The made-up hours shall occur on the same day as the mandatory training and shall take place immediately before or after the training occurs. Working beyond the mandatory training hours shall be by mutual agreement only between the employee and the Employer.

**14.6 Preceptor Pay.** The Employer may assign employees as preceptors. Preceptor assignments and duties are at the discretion of the Employer. Employees assigned as preceptors shall receive a differential of \$1.75 per hour.

**14.7 Lead Pay.** Employees assigned by the Employer to perform lead duties on a temporary basis in addition to their routine daily assignments shall receive lead pay as reflected in Appendix A. Assignment of temporary lead responsibilities will be determined by the Employer.

**14.8 Certification Pay.** Employees who are certified in a specialty area by a national or state organization and who are working in that area of certification will receive an annual bonus of two percent (2%) of their gross pay, provided that the particular certification has been approved by the appropriate Vice President or designee, and further provided that the employee continues to meet all educational and other requirements to maintain the certification in good standing. A certified employee is eligible for only one (1) certification premium, regardless of other certifications the employee may have. Employees will follow Employer's process to receive certification pay. Certification pay will be paid annually in either September or October. Certification pay will not be paid for certifications that are required for their position.

**14.9 Differential in Lieu of benefits for Per-Diem Employees.** Per-Diem employees shall receive a differential in lieu of benefits of ten percent (10%) of their base rate of pay.

**14.10 Red-Circling.** Employees currently receiving differentials or premiums higher than provided for in this Section shall continue to receive the higher differentials and premiums for the duration of the Agreement.

**14.11 Temporary Assignments Working Out of Classification.** Temporary assignments to a lower paid position will not result in a decreased rate of pay. Temporary assignments to a higher paid classification for one or more shifts will be paid at the same seniority step of the higher paid classification.

**14.12 Float Differential.** Employees on the Resource Team/Float Pool will be paid a differential of \$1.25 per hour.

**Article 15  
Paid Time Off**

**15.1 Purpose.** The purpose of a Paid Time Off (“PTO”) program is to provide eligible employees with compensation during holidays, vacation time, and periods of illness or injury (including care for a qualified family member as defined by law). It is intended to allow each eligible employee to utilize PTO in accordance with his or her personal needs or desires and with the Employer’s established guidelines.

Service-Months/Years	Accrual-Year/Rate per Hour	Accrual Limit
0-48 months/0-4 years	28 days/0.10769 hr	42 days/336 hrs
49-108 months/5-9 years	33 days/0.12692 hr	49.5 days/396 hrs
109-168 months/ 10-14 years	37 days/0.14231 hr	55.5 days/444 hrs
169-228 months/15-19 years	39 days/0.15000 hr	58.5 days/468 hrs
229+ months/20 + years	40 days/0.15385 hr	60 days/480 hrs

**15.2 Rate of Accrual.** PTO will accrue for all hours paid, in accordance with the following schedule and in accordance with Human Resources policy 601.52.44, as amended from time to time: PTO is accrued on all hours paid, excluding standby hours, hours cashed out pursuant to Section 15.6 and hours donated pursuant to Section 15.8. Effective the first full pay period following July 1, 2020 PTO will accrue for all hours paid, in accordance with the above schedule and all other provisions will be in accordance with the Human Resources policy, as amended from time to time.

**15.3 Maximum Limit.** The maximum PTO accrual will be one- and one-half times (1-1/2) the annual maximum accrual amount as listed below. No future PTO may be accrued until the employee’s maximum accrued unused PTO has been reduced below the maximum, at which point PTO can again be accrued.

Years of Service	Maximum PTO Accrual (Hours)
0-4.99	336
5-9.99	396
10-14.99	444
15-19.999	468
20+	480

**15.4. Eligibility.** The benefits of this article are available only to full-time employees and part-time employees at 0.5 FTE and above.

**15.5. Payment.** PTO shall be paid at the straight time rate of pay. Except in the event of PTO cash-out under Section 15.6, the inclusion of shift differential in said rate of pay shall be determined in accordance with the hours normally worked by the employee on the employee's assigned shift.

**15.6. PTO Cash-Out.** Employees can opt to receive a PTO cash out pursuant to the Employer policy and applicable state and federal requirements.

**15.7. Payment Upon Termination.** An employee shall be paid upon termination of employment for all accrued PTO.

**15.8. Donation of PTO.** Employees may donate PTO to benefit another employee pursuant to the Employer policy and applicable state and federal requirements.

**15.9 Extended Illness Bank.** Employees who have hours remaining in their extended illness bank may access those hours in accordance with the Employer's policy.

**15.10 Hardship Withdrawals.** In case of financial hardship, a caregiver may request a cash payment of PTO pursuant to the Employer policy and applicable state and federal requirements.

**15.11 PTO Requests.** The process and parameters for requesting PTO will be governed by PTO guidelines in place for the applicable unit or department and incorporate the provisions outlined in this Article.

1. All requests for PTO may be submitted up to one (1) year in advance and at least three (3) weeks prior to posting of the schedule on which the PTO falls.
2. Such requests will be granted based on the date the request was submitted, provided the skills and abilities of the employee are not significant factors as determined by the Employer. In the event two (2) or more employees submit a request on the same day, for the same day off, the most senior employee shall be awarded the time off. Seniority shall be based on Bargaining Unit Seniority.
3. Employees will not be required to have accrued all the PTO that they are requesting at the time of approval provided that the employee seeking time off is expected to have sufficient PTO to cover the requested time.
4. Employees will be notified whether requested PTO is approved within thirty (30) days of the request.

- If there are thirty-one (31) or more bargaining unit members in a classification on a shift in a department, there shall be at least three (3) vacation slots on that shift.
  - If there are twenty-one to thirty (21-30) bargaining unit members in a classification on a shift in a department, there shall be at least two (2) vacation slots on that shift.
  - If there are twenty (20) or fewer bargaining unit members in a classification on a shift in a department, there shall be at least one (1) vacation slot on that shift.
  - For purposes of determining the number of bargaining unit members in a classification on a shift in a department, leads will be counted with the classification for which they are a lead.
  - For classification within a Department requiring particular specialty skill sets, the employer may need to adjust the number of vacation slots to ensure patient care.
5. PTO requests related to medical care shall be granted in accordance with state law. Employees using PTO for medical care shall be given the option to work a partial shift.

## **Article 16 Health and Safety**

The Employer and the Union agree that employee and patient safety shall be considered at all times and in all interactions. The Employer and the Union agree to comply with all state and federal regulations pertaining to the health and safety of employees in the workplace. The parties further agree to promote practices necessary to assure safety in the workplace. Employees shall not be required to work under unsafe or hazardous conditions. Employees will inform management of any unsafe or hazardous conditions observed. All safety equipment deemed necessary for a particular job shall be provided. The Employer shall provide employees with adequate training on the use of proper work methods and protective equipment required to perform hazardous duties. The Union may appoint an employee representative to serve on the Employer's Safety Committee. The representative shall be paid for time spent in Safety Committee meetings. Upon request, the Employer will make a reasonable effort to assist in facilitating the Safety Committee representative's attendance.

## **Article 17 Leaves of Absence**

### **17.1 Leaves of Absence with Pay.**

**17.1.1 Bereavement Leave.** The Employer will provide bargaining unit employees paid bereavement leave in accordance with the Employer's policy, as applicable to a majority of the Employer's employees who are not in a bargaining unit at the time of ratification of this Agreement. If additional time for leave is necessary, the employee must request PTO for such additional time and obtain the supervisors' approval in advance. Such requests shall not be unreasonably denied.

**17.1.2 Jury/Witness Duty.** The Employer will provide bargaining unit employees paid jury duty leave in accordance with the Employers' policy at the time of ratification of this Agreement.

**17.1.3 Workers' Compensation** Employees who are fully released to return to work after receiving industrial insurance benefits for one (1) year or less will be guaranteed reinstatement to their former position, shift, and FTE status. For an additional two (2) years, the employee will be given super seniority to a substantially equivalent position that they apply to and are qualified for.

**17.2 Statutory Leaves of Absence.** The Employer shall grant employees statutory leaves of absence in accordance with applicable law(s). An employee returning from a statutory leave of absence will be returned to the employee's former job without loss of seniority. Employees shall be required, except as provided by law or this Agreement, to utilize accrued PTO hours and EIB hours, if applicable, during a leave of absence, except that an employee may request in writing in advance of taking leave of thirty (30) or more days to take unpaid leave as necessary to enable the employee to keep up to forty (40) hours in the employee's PTO bank.

### **17.3 Union Leave.**

**17.3.1 Release Time.** Officers, Stewards, and other Union members designated to attend programs of the Union including, but not limited to executive council meetings and conventions; required to testify in any proceeding arising under this Agreement; or designated to participate in any meeting with management for purposes of bargaining collectively may be granted time off for such purposes. Such time shall be unpaid.

**17.3.2 Release Time to Work for the Union.** Subject to the employee's work unit operating requirements, Union members may be granted up to twelve (12) weeks of leave to perform work for the Union. More than one (1) employee on such leave cannot be absent from the same unit at the same time.

**17.4 Provisions Applicable to all Union Leave.** Requests for time off should be submitted in accordance with Article 15, Paid Time Off. Requests shall not be unreasonably denied. The employee shall have the option to use PTO during a Union Leave. The parties will confer with the employee prior to union leave and work together to discuss what the best days/weeks would be for union leave. Upon return, the employee shall be returned to the employee's former job without loss of seniority. Eligibility for Paid Medical Benefits pursuant to Article 19 will conclude at the end of the month in which paid time off has concluded.

## **Article 18**

### **Education, Training, and Professional Development**

**18.1 Paid Education Leave.** Full-time and part-time employees who have completed their probationary period, who hold an FTE of 0.5 or higher, and who occupy positions for which continuing education is required by a regulatory agency, are allowed paid education time of up to sixteen (16) hours per calendar year. Employees with continuing education requirements of greater than sixteen (16) hours per calendar year may

provide documentation for educational time up to their annual requirement. Such leave time must be approved by the employee's manager and will be subject to the Employer's scheduling needs on the employee's unit. Unused educational leave time may not be carried over from one (1) calendar year to the next.

**18.1.1 Requests for Paid Education Leave.** Employees shall submit requests for Paid Education Leave as per Article 15, Paid Time Off. No request will be unreasonably denied.

**18.2 Unpaid Education Leave.** After one year of continuous employment, employees may be granted a leave of absence without pay for job related study without loss of accrued benefits or seniority. It is understood that if the leave extends past thirty (30) days they will need to apply to an open position for which they qualify pursuant to Article 10.

**18.3 CEU.** Employees will receive at least one hundred dollars (\$100) per fiscal year for approved course reimbursement. Eligible employees must have completed their Introductory Period, hold an FTE of .5 or higher and have an employer-required certification where CEU's are required by the certifying agency. CEU funds will not roll over from year to year.

**18.4 In-Service Training.** The Employer will provide for ongoing in-service training programs and continuing education designed to keep employees up to date on the equipment, processes and procedures and to aid development and maintenance of skills and professional practice, including changes in required certification and licensure.

**18.5 Employer-Required Training.** If the Employer requires an employee to attend a course, class, or training (including any life support training course or skills fair), the Employer shall pay the entire cost of any such training, and the employee shall not be required to use accrued Education Leave, nor shall the cost count against the employee's Tuition Reimbursement.

**18.6 Tuition Assistance.** Employees will receive tuition reimbursement pursuant to applicable Employer policies.

**18.7 Cross Training.** Each department may implement a cross-training program to support employees' professional development. If a cross-training program has been developed by a department, the Employer will provide a copy to the Union and, upon request within fourteen (14) days, will bargain over the effects with the Union prior to implementation. Participation in the cross-training program will be performed with mutual agreement between the individual employee and the Employer.

## **Article 19 Health and Welfare**

**19.1 Health Insurance Benefits.** Eligible full-time and part-time employees who are regularly scheduled to work at least twenty (20) hours or more per week are eligible to participate in the health insurance benefit program offered by the Employer to a majority

of its employees who are not in a bargaining unit. Employees shall be offered benefit options, in accordance with the terms of the Employer's program, with regard to medical, dental, vision, life, AD&D, and long-term disability and short-term disability plans, and healthcare and dependent care spending accounts.

The benefits available under this section will not be reduced unilaterally during the term of this Agreement. If the Employer contemplates any changes in insurance plan design benefits that would not make them substantially equivalent on an aggregate basis, the Employer will notify the Union of the proposed changes and will meet with the Union, upon request, to bargain over the proposed changes prior to their implementation. The Employer will provide notice at least two (2) weeks prior to the commencement of the annual benefit open enrollment period.

**19.2 Retirement Benefits.** The Employer will provide during the term of this Agreement a retirement program. If the Employer contemplates changes in retirement benefits that would not make them substantially equivalent to the existing benefits in an aggregate basis, the Employer will notify the Union of the proposed changes and will meet with the Union, upon request, to bargain over the proposed changes prior to their implementation. If no agreement can be reached, the provisions of the No Strike Article will not apply for a period of thirty (30) days after impasse.

**19.3 Medical Premium Assistance.** The Employer will continue to offer a Medical Premium Assistance Program through the duration of this Agreement. Through this benefit, eligible Employees may receive financial assistance to cover one hundred percent (100%) of the cost of their Employer-provided medical premiums. Participation in this program is based on total household income and the Federal Poverty Level, as determined by the U.S. Department of Health and Human Services. Beginning January 1, 2017, employees whose household income is less than two hundred and fifty percent (250%) of the Federal Poverty Level will be eligible to receive a health insurance plan at no premium cost to the employee for themselves and eligible dependent(s) upon approval of their application.

**19.4 Employee Discount.** The Employer will offer employees covered under Employer medical plans the most favorable discount for services rendered at PeaceHealth facilities, providers and laboratories.

**19.5 Enhanced Chronic Condition Program.** Employees enrolled in the Enhanced Chronic Condition Program are eligible to receive free preventive medications, including diabetic testing supplies. These chronic conditions covered under this program include: diabetes, COPD, asthma, congestive heart failure, and coronary artery disease.

**19.6 Insurance Expenses Incurred at PeaceHealth Facilities.** Employees covered under PeaceHealth Health Insurance plans who have outstanding balances to PeaceHealth Facilities and/or providers will be offered a reasonable payment plan upon request. Employees who comply with the payment plans will not be subject to collections or garnishment.

## **Article 20 COMMITTEES**

**20.1. Labor Management Committee.** The Employer and the Union agree to maintain one Labor Management Committee for the Service and Technical units. The Committee will function as a forum for sharing information. The Committee may identify solutions and make recommendations on matters brought to the committee by either party. The Committee will function in an advisory rather than a decision-making role and will recommend solutions to identified issues.

The Committee will not have bargaining authority, nor will it address issues that are more appropriate for the grievance procedure.

The Committee will operate under the guidance of co-chairs, one to be selected by the Employer and one to be selected by the Union. The co-chairs will determine the agenda for the meetings.

The Committee will consist of up to twelve (12) members. Six (6) members will be appointed by the Employer and six (6) will be appointed by the union. Meetings will be for a maximum of two (2) hours. The Committee will meet not less than once every two (2) months. Bargaining unit employees will be compensated at their straight rate of pay for time spent at these meetings, and such time shall not be counted in the calculation of overtime.

**20.2. Labor Management Health Benefits Committee.** The Employer and the Union recognize the importance of undertaking joint efforts to ensure that employees have access to cost-effective, quality health care and other insurance coverage. Both the Employer and the Union share a mutual interest in researching best practices in cost containment features and benefits that ensure quality but also address increasing costs. To address these issues, the parties will maintain one Labor Management Health Benefits Committee representing both bargaining units. The Union will appoint up to six (6) representatives. The Employer will appoint up to six (6) representatives. The Committee shall be advisory and shall meet quarterly and more often as mutually agreed. The parties agree to engage in a fully transparent process of information sharing that will lead to stronger engagement and overall success.

This committee will concentrate efforts to research, review and adopt incentive-based programs to:

- Maximize prevention benefits; incentivize health behaviors and wellness programs;
- Remove barriers to chronic disease management such as lower or free pharmaceutical costs and free office visits;
- Encourage use of high value benefits and discourage benefits of low value but high costs such as high-end imaging;
- Educate and incentivize on the use of generic drugs;
- Develop a plan to educate and assist Employees on the various financial assistance programs available including those offered by PeaceHealth.

If the committee produces mutually agreed upon recommendations for incentive-based wellness programs, the Employer and the Union shall convene a meeting to review the recommendations for potential adoption. The parties' discussion at such meeting shall not constitute formal bargaining.



**Article 21**  
**Successorship**

**21.1 Sale, Merger or Transfer.** In the event the Employer merges, is sold, leased, or otherwise transferred to be operated by another person or firm, the Employer shall have an affirmative duty to call this Agreement to the attention of such firm or individual and, if such notice is so given, the Employer shall comply with all laws and statutory requirements in effect at the time of the sale, merger, or transfer. The employer will also provide notice to the Union of any such sale, lease or transfer at least ninety days prior to the closing date.

**Article 22**  
**Subcontracting**

Before subcontracting work currently performed by employees in the bargaining unit, the Employer will provide the Union at least one hundred twenty (120) calendar days' notice of its intent to subcontract the work, and will provide the Union with an opportunity to meet and discuss this impending decision and to bargain over the impact of the decision on bargaining unit employees within the one hundred twenty (120) day period.

This provision shall not apply to: (1) work done on an occasional or temporary basis by non-bargaining unit personnel, including agency and travelers; (2) existing work that has been customarily subcontracted; (3) overload work that does not result in a reduction in FTE status of any bargaining unit employee; or (4) new work that cannot feasibly be performed by bargaining unit employees.

**Article 23**  
**Savings Clause**

If any provision of this Agreement is found to be illegal or unenforceable by a government agency or court of competent jurisdiction, the remaining provisions of the Agreement shall remain in full force and effect. In such cases, and when necessary, the parties will meet promptly and attempt to negotiate a substitute to the invalidated provision.

**Article 24**  
**General Provisions**

**24.1 Change/Amendments.** Any changes or amendments to this Agreement must be in writing and signed by the parties.

**24.2 Complete Agreement.** The terms and conditions of this Agreement represent the full and complete agreement of the parties. Any and all prior Agreements between the parties, express or implied, are superseded by this Agreement. And, unless specifically provided otherwise in this Agreement, no past practices will be binding on the Employer.

In addition, the parties acknowledge that during the negotiations which resulted in this Agreement each party had the unlimited opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and the understandings and agreements arrived at by the parties after having had that opportunity are set forth in this Agreement. Therefore, for the term of this Agreement, the Employer and the Union each voluntarily and unqualifiedly waives the right, and each agrees that the other will not be obligated, to bargain collectively with respect to any subject or matter not covered by this Agreement. Instead, all such subjects or matters will be administered by the Employer on a unilateral basis.

**Article 25**

**No Strikes or Lockouts**

**25.1 No Strikes.** The Union agrees that during the term of this Agreement and regardless of whether an unfair labor practice has been alleged there will be no strike, sympathy strike, picket or other work stoppage or slowdown of any kind by employees covered by this Agreement, and the Union will not authorize, encourage, or approve any such action.

**25.2 No Lockout.** The Employer agrees that during the term of this Agreement there will be no lockout of employees covered by this Agreement.

**Article 26**

**Term of Agreement**

This Agreement shall become effective upon ratification and shall continue in full force and effect through and including September 30, 2027 and shall continue in full force until a successor contract is bargained and ratified by the parties.

PEACEHEALTH

OFNHP - SERVICE

By: 

By: 

Date: 1/4/24

Date: 1-3-24

## **MOU**

### **Staffing Subcommittee for LMC**

The Employer and the Union recognize the importance of staffing levels at the hospital, and the impact of staffing levels have on patient care and employee satisfaction. Therefore, the Employer and the Union agree to maintain a joint-staffing subcommittee for the bargaining units of the Service and Technical units.

**Purpose.** The purpose of the Staffing Subcommittee of the LMC is to identify and discuss current and developing trends, concerns, and opportunities related to hiring and staffing levels within the bargaining units of Service and Technical with the goal of improving working conditions and patient care.

**Work of the Subcommittee.** The Subcommittee will review and assess staffing related barriers and work collaboratively to develop mutually agreeable solutions. The Subcommittee may recommend actions to remedy situations where an employee worked a shift when the staffing levels were not consistent with the Hospital's matrix, and the committee may discuss staffing standards. The Subcommittee will be responsible for annually reviewing its Charter. The Subcommittee will receive updates on the Hospital's committees and activity to comply with the "Safe Staffing Bill," which is Washington State SB 5236. The Subcommittee shall prepare notes of its meetings, which shall be available for review by bargaining unit members of the Service and Technical units.

**Establishment.** The subcommittee will consist of up to twelve (12) members. Six (6) members will be appointed by the Employer and six (6) will be appointed by the Union. The Employer and the Union shall each select a member to serve as co-chairs for this Subcommittee. The Co-chairs shall prepare agenda items in advance of the Subcommittee meetings. The Co-chairs may cancel a meeting by mutual agreement if there are no agenda items. Bargaining unit employees will be compensated at their straight rate of pay for time spent at these meetings and such time shall not be counted in the calculation of overtime.

**Scheduling.** This subcommittee will meet at least every other month for the first year following ratification of this Agreement and then the meeting frequency will be evaluated by the Union and the Employer to determine the frequency moving forward. Meetings will be for a maximum of 1.5 hours.

## **MOU**

### **Instructors and Lead Instructor**

OFNHP and PeaceHealth Agree to move the Instructor and the Lead Instructor from the Service contract into the Technical Contract.

We agree to move the Instructors into Grade 5 and the Lead Instructor into Grade 6.

Furthermore, we are agreeing that they will be non-exempt employees. We also agree that due to their self-scheduling options sixth and consecutive and consecutive weekend do not apply to them.



**MEMORANDUM OF UNDERSTANDING**  
**Medical Assistants**

The following provisions of the parties' Agreement are modified as follows:

1. Additional hours of work and overtime. The provisions of Sections 10.2.6 and 10.10 shall apply to medical assistants but awarding of the additional hours of work and overtime shall be subject to provider approval.
2. Changes in position status. If the review process described in Section 5.6 results in a determination that an increase in FTE is warranted, the filling of a position shall be subject to provider approval.
3. Vacant positions. The placement of displaced employees in vacant positions pursuant to Section 11.2 shall be subject to provider approval.
4. Reductions in force. The right to bump shall not apply to medical assistants. Medical assistants cannot bump
5. Hiring priority for displaced medical assistants: If a provider to whom a medical assistant is primarily assigned determines that they are unable to continue working together, or the primary provider departs, and an alternative position cannot be found for the medical assistant within thirty (30) days of notice, then the medical assistant will have the first right to be selected for a vacant Medical Assistant, for which they are qualified, position for twelve (12) months thereafter.
6. Temporary reductions in hours. Temporary reductions in hours in reverse order of seniority shall be subject to provider approval. The Employer shall make a good-faith effort to find work for any medical assistant whose hours are disproportionately reduced. Unless agreed otherwise between the medical assistant and the Employer, a medical assistant whose hours are reduced because the provider is temporarily assigned to an in-patient hospitalist position or on-call status shall, if work is not otherwise available, be placed on standby call status.
7. Filling of vacancies. The criteria set forth in Section 11.2 and its subsections for the filling of vacancies shall be subject to provider approval.

## **MOU**

### **Red Circled Wages/Historical**

Employees whose rate of pay is red circled at a rate greater than the pay step rate for their relevant years of experience will not receive a pay rate increase until their relevant years of experience is equal to the step in which they have been placed. For each increase the employee does not receive a pay rate increase, they will receive a one-time lump sum payment equivalent to the wage increase or the difference between the placement and the wage increase.

## MOU

### Schedule Stability Incentive Program-PHSW OFNHP Service

**Sign up for and work additional shifts during a pre-designated time frame and get a bonus!**

<u>Shift</u>	<u>Incentive</u>
Day	\$100.00
Evening	\$125.00
Night	\$150.00

#### **FAQs:**

##### Who is eligible?

- Caregivers with a scheduled FTE, in the designated units, are eligible as long as they are picking up shifts, including partial shifts, in addition to their normally scheduled shifts.
- Per Diem staff are eligible for shifts picked up beyond their minimum availability.
- Identified incentive shifts will be posted and awarded by sign-up sheet specific to incentive shifts (see attached).

##### What if I don't end up working my full FTE?

- Sorry, you need to work your scheduled FTE, in addition to the extra shifts, to be eligible to receive the schedule stability incentive program bonus, except:
- Pre-approved PTO and absences due to illness where the employee has PTO/EIB (as applicable) to cover the sick time count towards your obligations under the incentive program.
- If you are mandatorily low censused it will not impact your bonus eligibility.
- If you volunteer to take low census for an incentive shift, you will not be eligible to receive the incentive for that shift.
- We recognize rest is important for providing optimal patient care, and as such, incentive shifts should be compliant with contract provisions such as avoiding short rest.

##### How do I get paid?

Extra shifts will be paid out during the applicable pay period.



## Appendix A

Job Title	12/1/23 Grade	10/01/24 Grade	10/01/25 Grade	10/01/26 Grade
CNA Cert Nursing Assistant	14	14	14	14
CNA Cert Nursing Assistant Lead	16	16	16	16
CNA Cert Nursing Assistant RT	14	14	14	14
*Communications Operator	9	10	11	12
*Concierge	8	9	10	11
*Cook	11	12	13	14
*Cook Lead	13	14	15	16
*Critical Care Technician	11	12	13	14
*Dietary Aide	7	8	9	10
Emergency Dept Technician	15	15	15	15
*Endoscopy Technician	11	12	13	14
Environmental Svc Attendant I	1	1	1	1
Environmental Svc Attendant II	3	3	3	3
Environmental Svc Lead	4	4	4	4
Food Service Assistant	1	1	1	1
Food Service Assistant Lead	3	3	3	3
Home Health Aide	14	14	14	14
*Hyperbaric Specialist	16	17	17	17
*Imaging Associate	10	11	12	13
*Inventory Control Clerk	9	10	11	12
Inventory Control Coordinator	16	16	16	16
*Lab Assistant	11	12	13	14
*Lab Assistant Lead	14	15	16	17
*Lab Assistant Technical	14	15	16	17
*Lab Courier	10	11	12	13
Laundry/Linen Attendant	1	1	1	1
Medical Assistant	5	5	5	5
Medical Assistant Lead	6	6	6	6
*Monitor Technician	13	14	15	16
Monitor Technician CNA	15	15	15	15
Nurse Technician I	14	14	14	14
Nurse Technician II	15	15	15	15
Nursing Assistant Registered	13	13	13	13
Patient Access Rep	13	13	13	13
Patient Access Rep Float	13	13	13	13
Patient Access Rep Lead	16	16	16	16
Patient Team Support	15	15	15	15
Patient Telesitter	15	15	15	15
Sterile Processing Technician	16	16	16	16
Sterile Processing Technician Lead	17	17	17	17
*Supply Chain Specialist	9	10	11	12
Supply Chain Specialist Lead	13	13	13	13
*Surgery Data Specialist II	13	14	15	16
*Surgical Services Assistant	11	12	13	14
*Surgical Support Aide	10	11	12	13
*Transporter	9	10	11	12
*Transporter Lead	11	12	13	14
*Unit Coordinator	11	12	13	14
*Shall receive a grade increase on the first full pay period following October 1, 2024, 2025, 2026, not to exceed the top grade in the structure.				

6% increase effective first full pay period following 12/1/23							7	8	9	10	11	12	13	14	15	16	17	
Grade	1	2	3	4	5	6												
BASE	\$18.29	\$18.84	\$19.31	\$20.37	\$24.39	\$25.61	\$18.02	\$18.02	\$18.02	\$18.08	\$18.71	\$19.90	\$20.61	\$20.99	\$21.89	\$22.65	\$24.91	
STEP 1	\$18.63	\$19.19	\$19.67	\$20.75	\$24.88	\$26.12	\$18.02	\$18.02	\$18.02	\$18.53	\$19.20	\$20.38	\$21.12	\$21.52	\$22.45	\$23.22	\$25.54	
STEP 2	\$18.98	\$19.55	\$20.04	\$21.15	\$25.38	\$26.65	\$18.02	\$18.02	\$18.48	\$19.01	\$19.66	\$20.89	\$21.63	\$22.06	\$22.99	\$23.81	\$26.18	
STEP 3	\$19.33	\$19.91	\$20.42	\$21.54	\$25.89	\$27.18	\$18.02	\$18.02	\$18.94	\$19.48	\$20.17	\$21.42	\$22.19	\$22.61	\$23.59	\$24.39	\$26.85	
STEP 4	\$19.68	\$20.27	\$20.79	\$21.93	\$26.40	\$27.72	\$18.02	\$18.02	\$19.41	\$19.96	\$20.67	\$21.95	\$22.74	\$23.18	\$24.16	\$25.02	\$27.50	
STEP 5	\$20.03	\$20.63	\$21.16	\$22.32	\$26.92	\$28.27	\$18.02	\$18.04	\$19.80	\$20.35	\$21.08	\$22.41	\$23.19	\$23.65	\$24.67	\$25.50	\$28.06	
STEP 6	\$20.38	\$20.99	\$21.53	\$22.72	\$27.46	\$28.84	\$18.09	\$18.39	\$20.20	\$20.75	\$21.50	\$22.84	\$23.66	\$24.10	\$25.13	\$26.01	\$28.61	
STEP 7	\$20.73	\$21.35	\$21.90	\$23.11	\$28.02	\$29.42	\$18.45	\$18.77	\$20.61	\$21.19	\$21.93	\$23.30	\$24.13	\$24.60	\$25.63	\$26.54	\$29.19	
STEP 8	\$21.08	\$21.71	\$22.26	\$23.49	\$28.58	\$30.01	\$18.84	\$19.14	\$21.02	\$21.60	\$22.39	\$23.77	\$24.63	\$25.09	\$26.16	\$27.07	\$29.76	
STEP 9	\$21.43	\$22.07	\$22.63	\$23.87	\$29.15	\$30.60	\$19.21	\$19.53	\$21.43	\$22.04	\$22.82	\$24.25	\$25.10	\$25.59	\$26.67	\$27.62	\$30.37	
STEP 10	\$21.78	\$22.43	\$23.00	\$24.26	\$29.73	\$31.22	\$19.58	\$19.92	\$21.85	\$22.48	\$23.27	\$24.73	\$25.60	\$26.11	\$27.22	\$28.17	\$30.97	
STEP 11	\$22.13	\$22.79	\$23.37	\$24.66	\$30.03	\$31.54	\$19.98	\$20.31	\$22.29	\$22.93	\$23.73	\$25.22	\$26.13	\$26.62	\$27.75	\$28.74	\$31.61	
STEP 12	\$22.13	\$22.79	\$23.37	\$24.66	\$30.33	\$31.84	\$19.98	\$20.31	\$22.29	\$22.93	\$23.73	\$25.22	\$26.13	\$26.62	\$27.75	\$28.74	\$31.61	
STEP 13	\$22.48	\$23.15	\$23.74	\$25.05	\$30.63	\$32.16	\$20.48	\$20.82	\$22.85	\$23.51	\$24.34	\$25.86	\$26.78	\$27.30	\$28.45	\$29.46	\$32.39	
STEP 14	\$22.48	\$23.15	\$23.74	\$25.05	\$30.94	\$32.49	\$20.48	\$20.82	\$22.85	\$23.51	\$24.34	\$25.86	\$26.78	\$27.30	\$28.45	\$29.46	\$32.39	
STEP 15	\$22.83	\$23.51	\$24.12	\$25.44	\$31.25	\$32.81	\$20.99	\$21.35	\$23.44	\$24.08	\$24.95	\$26.50	\$27.43	\$27.97	\$29.16	\$30.20	\$33.20	
STEP 16	\$22.83	\$23.51	\$24.12	\$25.44	\$31.56	\$33.14	\$20.99	\$21.35	\$23.44	\$24.08	\$24.95	\$26.50	\$27.43	\$27.97	\$29.16	\$30.20	\$33.20	
STEP 17	\$23.18	\$23.88	\$24.48	\$25.82	\$31.87	\$33.47	\$21.51	\$21.87	\$24.01	\$24.70	\$25.57	\$27.17	\$28.13	\$28.68	\$29.89	\$30.94	\$34.04	
STEP 18	\$23.18	\$23.88	\$24.48	\$25.82	\$32.19	\$33.80	\$21.51	\$21.87	\$24.01	\$24.70	\$25.57	\$27.17	\$28.13	\$28.68	\$29.89	\$30.94	\$34.04	
STEP 19	\$23.53	\$24.24	\$24.85	\$26.21	\$32.19	\$33.80	\$22.06	\$22.43	\$24.62	\$25.31	\$26.20	\$27.85	\$28.83	\$29.39	\$30.64	\$31.73	\$34.88	
STEP 20	\$23.53	\$24.24	\$24.85	\$26.21	\$32.52	\$34.14	\$22.06	\$22.43	\$24.62	\$25.31	\$26.20	\$27.85	\$28.83	\$29.39	\$30.64	\$31.73	\$34.88	
STEP 21	\$23.88	\$24.60	\$25.22	\$26.61	\$32.52	\$34.14	\$22.26	\$22.63	\$24.85	\$25.56	\$26.48	\$28.12	\$29.13	\$29.68	\$30.94	\$32.02	\$35.23	
STEP 22	\$23.88	\$24.60	\$25.22	\$26.61	\$32.52	\$34.14	\$22.26	\$22.63	\$24.85	\$25.56	\$26.48	\$28.12	\$29.13	\$29.68	\$30.94	\$32.02	\$35.23	
STEP 23	\$24.23	\$24.96	\$25.59	\$27.00	\$32.52	\$34.14	\$22.60	\$22.97	\$25.22	\$25.94	\$26.87	\$28.54	\$29.55	\$30.13	\$31.41	\$32.51	\$35.74	
STEP 24	\$24.23	\$24.96	\$25.59	\$27.00	\$32.52	\$34.14	\$22.60	\$22.97	\$25.22	\$25.94	\$26.87	\$28.54	\$29.55	\$30.13	\$31.41	\$32.51	\$35.74	
STEP 25	\$24.58	\$25.32	\$25.96	\$27.39	\$32.84	\$34.48	\$23.17	\$23.56	\$25.85	\$26.58	\$27.54	\$29.26	\$30.29	\$30.87	\$32.19	\$33.34	\$36.65	
STEP 26	\$24.58	\$25.32	\$25.96	\$27.39	\$32.84	\$34.48	\$23.17	\$23.56	\$25.85	\$26.58	\$27.54	\$29.26	\$30.29	\$30.87	\$32.19	\$33.34	\$36.65	
STEP 27	\$24.93	\$25.68	\$26.33	\$27.78	\$32.84	\$34.48	\$23.65	\$24.04	\$26.39	\$27.15	\$28.12	\$29.87	\$30.93	\$31.52	\$32.87	\$34.04	\$37.43	

5% increase effective first full pay period following 10/1/24							7	8	9	10	11	12	13	14	15	16	17	
Grade	1	2	3	4	5	6												
BASE	\$19.20	\$19.78	\$20.28	\$21.39	\$25.61	\$26.89	\$18.92	\$18.92	\$18.92	\$18.98	\$19.65	\$20.90	\$21.64	\$22.04	\$22.98	\$23.78	\$26.16	
STEP 1	\$19.56	\$20.15	\$20.65	\$21.79	\$26.12	\$27.43	\$18.92	\$18.92	\$18.92	\$19.46	\$20.16	\$21.40	\$22.18	\$22.60	\$23.57	\$24.38	\$26.82	
STEP 2	\$19.93	\$20.53	\$21.04	\$22.21	\$26.65	\$27.98	\$18.92	\$18.92	\$19.40	\$19.96	\$20.64	\$21.93	\$22.71	\$23.16	\$24.14	\$25.00	\$27.49	
STEP 3	\$20.30	\$20.91	\$21.44	\$22.62	\$27.18	\$28.54	\$18.92	\$18.92	\$19.89	\$20.45	\$21.18	\$22.49	\$23.30	\$23.74	\$24.77	\$25.61	\$28.19	
STEP 4	\$20.66	\$21.28	\$21.83	\$23.03	\$27.72	\$29.11	\$18.92	\$18.92	\$20.38	\$20.96	\$21.70	\$23.05	\$23.88	\$24.34	\$25.37	\$26.27	\$28.88	
STEP 5	\$21.03	\$21.66	\$22.22	\$23.44	\$28.27	\$29.68	\$18.92	\$18.94	\$20.79	\$21.37	\$22.13	\$23.53	\$24.35	\$24.83	\$25.90	\$26.78	\$29.46	
STEP 6	\$21.40	\$22.04	\$22.61	\$23.86	\$28.83	\$30.28	\$18.99	\$19.31	\$21.21	\$21.79	\$22.58	\$23.98	\$24.84	\$25.31	\$26.39	\$27.31	\$30.04	
STEP 7	\$21.77	\$22.42	\$23.00	\$24.27	\$29.42	\$30.89	\$19.37	\$19.71	\$21.64	\$22.25	\$23.03	\$24.47	\$25.34	\$25.83	\$26.91	\$27.87	\$30.65	
STEP 8	\$22.13	\$22.80	\$23.37	\$24.66	\$30.01	\$31.51	\$19.78	\$20.10	\$22.07	\$22.68	\$23.51	\$24.96	\$25.86	\$26.34	\$27.47	\$28.42	\$31.25	
STEP 9	\$22.50	\$23.17	\$23.76	\$25.06	\$30.61	\$32.13	\$20.17	\$20.51	\$22.50	\$23.14	\$23.96	\$25.46	\$26.36	\$26.87	\$28.00	\$29.00	\$31.89	
STEP 10	\$22.87	\$23.55	\$24.15	\$25.47	\$31.22	\$32.78	\$20.56	\$20.92	\$22.94	\$23.60	\$24.43	\$25.97	\$26.88	\$27.42	\$28.58	\$29.58	\$32.52	
STEP 11	\$23.24	\$23.93	\$24.54	\$25.89	\$31.53	\$33.12	\$20.98	\$21.33	\$23.40	\$24.08	\$24.92	\$26.48	\$27.44	\$27.95	\$29.14	\$30.18	\$33.19	
STEP 12	\$23.24	\$23.93	\$24.54	\$25.89	\$31.85	\$33.43	\$20.98	\$21.33	\$23.40	\$24.08	\$24.92	\$26.48	\$27.44	\$27.95	\$29.14	\$30.18	\$33.19	
STEP 13	\$23.60	\$24.31	\$24.93	\$26.30	\$32.16	\$33.77	\$21.50	\$21.86	\$23.99	\$24.69	\$25.56	\$27.15	\$28.12	\$28.67	\$29.87	\$30.93	\$34.01	
STEP 14	\$23.60	\$24.31	\$24.93	\$26.30	\$32.49	\$34.11	\$21.50	\$21.86	\$23.99	\$24.69	\$25.56	\$27.15	\$28.12	\$28.67	\$29.87	\$30.93	\$34.01	
STEP 15	\$23.97	\$24.69	\$25.33	\$26.71	\$32.81	\$34.45	\$22.04	\$22.42	\$24.61	\$25.28	\$26.20	\$27.83	\$28.80	\$29.37	\$30.62	\$31.71	\$34.86	
STEP 16	\$23.97	\$24.69	\$25.33	\$26.71	\$33.14	\$34.80	\$22.04	\$22.42	\$24.61	\$25.28	\$26.20	\$27.83	\$28.80	\$29.37	\$30.62	\$31.71	\$34.86	
STEP 17	\$24.34	\$25.07	\$25.70	\$27.11	\$33.46	\$35.14	\$22.59	\$22.96	\$25.21	\$25.94	\$26.85	\$28.53	\$29.54	\$30.11	\$31.38	\$32.49	\$35.74	
STEP 18	\$24.34	\$25.07	\$25.70	\$27.11	\$33.80	\$35.49	\$22.59	\$22.96	\$25.21	\$25.94	\$26.85	\$28.53	\$29.54	\$30.11	\$31.38	\$32.49	\$35.74	
STEP 19	\$24.71	\$25.45	\$26.09	\$27.52	\$33.80	\$35.49	\$23.16	\$23.55	\$25.85	\$26.58	\$27.51	\$29.24	\$30.27	\$30.86	\$32.17	\$33.32	\$36.62	
STEP 20	\$24.71	\$25.45	\$26.09	\$27.52	\$34.15	\$35.85	\$23.16	\$23.55	\$25.85	\$26.58	\$27.51	\$29.24	\$30.27	\$30.86	\$32.17	\$33.32	\$36.62	
STEP 21	\$25.07	\$25.83	\$26.48	\$27.94	\$34.15	\$35.85	\$23.37	\$23.76	\$26.09	\$26.84	\$27.80	\$29.53	\$30.59	\$31.16	\$32.49	\$33.62	\$36.99	
STEP 22	\$25.07	\$25.83	\$26.48	\$27.94	\$34.15	\$35.85	\$23.37	\$23.76	\$26.09	\$26.84	\$27.80	\$29.53	\$30.59	\$31.16	\$32.49	\$33.62	\$36.99	
STEP 23	\$25.44	\$26.21	\$26.87	\$28.35	\$34.15	\$35.85	\$23.73	\$24.12	\$26.48	\$27.24	\$28.21	\$29.97	\$31.03	\$31.64	\$32.98	\$34.14	\$37.53	
STEP 24	\$25.44	\$26.21	\$26.87	\$28.35	\$34.15	\$35.85	\$23.73	\$24.12	\$26.48	\$27.24	\$28.21	\$29.97	\$31.03	\$31.64	\$32.98	\$34.14	\$37.53	
STEP 25	\$25.81	\$26.59	\$27.26	\$28.76	\$34.48	\$36.20	\$24.33	\$24.74	\$27.14	\$27.91	\$28.92	\$30.72	\$31.80	\$32.41	\$33.80	\$35.01	\$38.48	
STEP 26	\$25.81	\$26.59	\$27.26	\$28.76	\$34.48	\$36.20	\$24.33	\$24.74	\$27.14	\$27.91	\$28.92	\$30.72	\$31.80	\$32.41	\$33.80	\$35.01	\$38.48	
STEP 27	\$26.18	\$26.96	\$27.65	\$29.17	\$34.48	\$36.20	\$24.83	\$25.24	\$27.71	\$28.51	\$29.53	\$31.36	\$32.48	\$33.10	\$34.51	\$35.74	\$39.30	

4.5% increase effective first full pay period following 10/1/25																	
Grade	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
BASE	\$20.06	\$20.67	\$21.19	\$22.35	\$26.76	\$28.10	\$19.77	\$19.77	\$19.77	\$19.83	\$20.53	\$21.84	\$22.61	\$23.03	\$24.01	\$24.85	\$27.34
STEP 1	\$20.44	\$21.06	\$21.58	\$22.77	\$27.30	\$28.66	\$19.77	\$19.77	\$19.77	\$20.34	\$21.07	\$22.36	\$23.18	\$23.62	\$24.63	\$25.48	\$28.03
STEP 2	\$20.83	\$21.45	\$21.99	\$23.21	\$27.85	\$29.24	\$19.77	\$19.77	\$20.27	\$20.86	\$21.57	\$22.92	\$23.73	\$24.20	\$25.23	\$26.13	\$28.73
STEP 3	\$21.21	\$21.85	\$22.40	\$23.64	\$28.40	\$29.82	\$19.77	\$19.77	\$20.79	\$21.37	\$22.13	\$23.50	\$24.35	\$24.81	\$25.88	\$26.76	\$29.46
STEP 4	\$21.59	\$22.24	\$22.81	\$24.07	\$28.97	\$30.42	\$19.77	\$19.77	\$21.30	\$21.90	\$22.68	\$24.09	\$24.95	\$25.44	\$26.51	\$27.45	\$30.18
STEP 5	\$21.98	\$22.63	\$23.22	\$24.49	\$29.54	\$31.02	\$19.77	\$19.79	\$21.73	\$22.33	\$23.13	\$24.59	\$25.45	\$25.95	\$27.07	\$27.99	\$30.79
STEP 6	\$22.36	\$23.03	\$23.63	\$24.93	\$30.13	\$31.64	\$19.84	\$20.18	\$22.16	\$22.77	\$23.60	\$25.06	\$25.96	\$26.45	\$27.58	\$28.54	\$31.39
STEP 7	\$22.75	\$23.43	\$24.04	\$25.36	\$30.74	\$32.28	\$20.24	\$20.60	\$22.61	\$23.25	\$24.07	\$25.57	\$26.48	\$26.99	\$28.12	\$29.12	\$32.03
STEP 8	\$23.13	\$23.83	\$24.42	\$25.77	\$31.36	\$32.93	\$20.67	\$21.00	\$23.06	\$23.70	\$24.57	\$26.08	\$27.02	\$27.53	\$28.71	\$29.70	\$32.66
STEP 9	\$23.51	\$24.21	\$24.83	\$26.19	\$31.99	\$33.58	\$21.08	\$21.43	\$23.51	\$24.18	\$25.04	\$26.61	\$27.55	\$28.08	\$29.26	\$30.31	\$33.33
STEP 10	\$23.90	\$24.61	\$25.24	\$26.62	\$32.62	\$34.26	\$21.49	\$21.86	\$23.97	\$24.66	\$25.53	\$27.14	\$28.09	\$28.65	\$29.87	\$30.91	\$33.98
STEP 11	\$24.29	\$25.01	\$25.64	\$27.06	\$33.25	\$34.91	\$21.92	\$22.29	\$24.45	\$25.16	\$26.04	\$27.67	\$28.67	\$29.21	\$30.45	\$31.54	\$34.68
STEP 12	\$24.29	\$25.01	\$25.64	\$27.06	\$33.28	\$34.93	\$21.92	\$22.29	\$24.45	\$25.16	\$26.04	\$27.67	\$28.67	\$29.21	\$30.45	\$31.54	\$34.68
STEP 13	\$24.66	\$25.40	\$26.05	\$27.48	\$33.61	\$35.29	\$22.47	\$22.84	\$25.07	\$25.80	\$26.71	\$28.37	\$29.39	\$29.96	\$31.21	\$32.32	\$35.54
STEP 14	\$24.66	\$25.40	\$26.05	\$27.48	\$33.95	\$35.64	\$22.47	\$22.84	\$25.07	\$25.80	\$26.71	\$28.37	\$29.39	\$29.96	\$31.21	\$32.32	\$35.54
STEP 15	\$25.05	\$25.80	\$26.47	\$27.91	\$34.29	\$36.00	\$23.03	\$23.43	\$25.72	\$26.42	\$27.38	\$29.08	\$30.10	\$30.69	\$32.00	\$33.14	\$36.43
STEP 16	\$25.05	\$25.80	\$26.47	\$27.91	\$34.63	\$36.37	\$23.03	\$23.43	\$25.72	\$26.42	\$27.38	\$29.08	\$30.10	\$30.69	\$32.00	\$33.14	\$36.43
STEP 17	\$25.44	\$26.20	\$26.86	\$28.33	\$34.97	\$36.72	\$23.61	\$23.99	\$26.34	\$27.11	\$28.06	\$29.81	\$30.87	\$31.46	\$32.79	\$33.95	\$37.35
STEP 18	\$25.44	\$26.20	\$26.86	\$28.33	\$35.32	\$37.09	\$23.61	\$23.99	\$26.34	\$27.11	\$28.06	\$29.81	\$30.87	\$31.46	\$32.79	\$33.95	\$37.35
STEP 19	\$25.82	\$26.60	\$27.26	\$28.76	\$35.32	\$37.09	\$24.20	\$24.61	\$27.01	\$27.78	\$28.75	\$30.56	\$31.63	\$32.25	\$33.62	\$34.82	\$38.27
STEP 20	\$25.82	\$26.60	\$27.26	\$28.76	\$35.69	\$37.46	\$24.20	\$24.61	\$27.01	\$27.78	\$28.75	\$30.56	\$31.63	\$32.25	\$33.62	\$34.82	\$38.27
STEP 21	\$26.20	\$26.99	\$27.67	\$29.20	\$35.69	\$37.46	\$24.42	\$24.83	\$27.26	\$28.05	\$29.05	\$30.86	\$31.97	\$32.56	\$33.95	\$35.13	\$38.65
STEP 22	\$26.20	\$26.99	\$27.67	\$29.20	\$35.69	\$37.46	\$24.42	\$24.83	\$27.26	\$28.05	\$29.05	\$30.86	\$31.97	\$32.56	\$33.95	\$35.13	\$38.65
STEP 23	\$26.58	\$27.39	\$28.08	\$29.63	\$35.69	\$37.46	\$24.80	\$25.21	\$27.67	\$28.47	\$29.48	\$31.32	\$32.43	\$33.06	\$34.46	\$35.68	\$39.22
STEP 24	\$26.58	\$27.39	\$28.08	\$29.63	\$35.69	\$37.46	\$24.80	\$25.21	\$27.67	\$28.47	\$29.48	\$31.32	\$32.43	\$33.06	\$34.46	\$35.68	\$39.22
STEP 25	\$26.97	\$27.79	\$28.49	\$30.05	\$36.03	\$37.83	\$25.42	\$25.85	\$28.36	\$29.17	\$30.22	\$32.10	\$33.23	\$33.87	\$35.32	\$36.59	\$40.21
STEP 26	\$26.97	\$27.79	\$28.49	\$30.05	\$36.03	\$37.83	\$25.42	\$25.85	\$28.36	\$29.17	\$30.22	\$32.10	\$33.23	\$33.87	\$35.32	\$36.59	\$40.21
STEP 27	\$27.36	\$28.17	\$28.89	\$30.48	\$36.03	\$37.83	\$25.95	\$26.38	\$28.96	\$29.79	\$30.86	\$32.77	\$33.94	\$34.59	\$36.06	\$37.35	\$41.07

4.5% increase effective first full pay period following 10/1/26																	
Grade	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
BASE	\$20.96	\$21.60	\$22.14	\$23.36	\$27.96	\$29.36	\$20.66	\$20.66	\$20.66	\$20.72	\$21.45	\$22.82	\$23.63	\$24.07	\$25.09	\$25.97	\$28.57
STEP 1	\$21.36	\$22.01	\$22.55	\$23.79	\$28.53	\$29.95	\$20.66	\$20.66	\$20.66	\$21.26	\$22.02	\$23.37	\$24.22	\$24.68	\$25.74	\$26.63	\$29.29
STEP 2	\$21.77	\$22.42	\$22.98	\$24.25	\$29.10	\$30.56	\$20.66	\$20.66	\$21.18	\$21.80	\$22.54	\$23.95	\$24.80	\$25.29	\$26.37	\$27.31	\$30.02
STEP 3	\$22.16	\$22.83	\$23.41	\$24.70	\$29.68	\$31.16	\$20.66	\$20.66	\$21.73	\$22.33	\$23.13	\$24.56	\$25.45	\$25.93	\$27.04	\$27.96	\$30.79
STEP 4	\$22.56	\$23.24	\$23.84	\$25.15	\$30.27	\$31.79	\$20.66	\$20.66	\$22.26	\$22.89	\$23.70	\$25.17	\$26.07	\$26.58	\$27.70	\$28.69	\$31.54
STEP 5	\$22.97	\$23.65	\$24.26	\$25.59	\$30.87	\$32.42	\$20.66	\$20.68	\$22.71	\$23.33	\$24.17	\$25.70	\$26.60	\$27.12	\$28.29	\$29.25	\$32.18
STEP 6	\$23.37	\$24.07	\$24.69	\$26.05	\$31.49	\$33.06	\$20.73	\$21.09	\$23.16	\$23.79	\$24.66	\$26.19	\$27.13	\$27.64	\$28.82	\$29.82	\$32.80
STEP 7	\$23.77	\$24.48	\$25.12	\$26.50	\$32.12	\$33.73	\$21.15	\$21.53	\$23.63	\$24.30	\$25.15	\$26.72	\$27.67	\$28.20	\$29.39	\$30.43	\$33.47
STEP 8	\$24.17	\$24.90	\$25.52	\$26.93	\$32.77	\$34.41	\$21.60	\$21.95	\$24.10	\$24.77	\$25.68	\$27.25	\$28.24	\$28.77	\$30.00	\$31.04	\$34.13
STEP 9	\$24.57	\$25.30	\$25.95	\$27.37	\$33.43	\$35.09	\$22.03	\$22.39	\$24.57	\$25.27	\$26.17	\$27.81	\$28.79	\$29.34	\$30.58	\$31.67	\$34.83
STEP 10	\$24.98	\$25.72	\$26.38	\$27.82	\$34.09	\$35.80	\$22.46	\$22.84	\$25.05	\$25.77	\$26.68	\$28.36	\$29.35	\$29.94	\$31.21	\$32.30	\$35.51
STEP 11	\$25.38	\$26.14	\$26.79	\$28.28	\$34.43	\$36.17	\$22.91	\$23.29	\$25.55	\$26.29	\$27.21	\$28.92	\$29.96	\$30.52	\$31.82	\$32.96	\$36.24
STEP 12	\$25.38	\$26.14	\$26.79	\$28.28	\$34.78	\$36.50	\$22.91	\$23.29	\$25.55	\$26.29	\$27.21	\$28.92	\$29.96	\$30.52	\$31.82	\$32.96	\$36.24
STEP 13	\$25.77	\$26.54	\$27.22	\$28.72	\$35.12	\$36.88	\$23.48	\$23.87	\$26.20	\$26.96	\$27.91	\$29.65	\$30.71	\$31.31	\$32.61	\$33.77	\$37.14
STEP 14	\$25.77	\$26.54	\$27.22	\$28.72	\$35.48	\$37.24	\$23.48	\$23.87	\$26.20	\$26.96	\$27.91	\$29.65	\$30.71	\$31.31	\$32.61	\$33.77	\$37.14
STEP 15	\$26.18	\$26.96	\$27.66	\$29.17	\$35.83	\$37.62	\$24.07	\$24.48	\$26.88	\$27.61	\$28.61	\$30.39	\$31.45	\$32.07	\$33.44	\$34.63	\$38.07
STEP 16	\$26.18	\$26.96	\$27.66	\$29.17	\$36.19	\$38.01	\$24.07	\$24.48	\$26.88	\$27.61	\$28.61	\$30.39	\$31.45	\$32.07	\$33.44	\$34.63	\$38.07
STEP 17	\$26.58	\$27.38	\$28.07	\$29.60	\$36.54	\$38.37	\$24.67	\$25.07	\$27.53	\$28.33	\$29.32	\$31.15	\$32.26	\$32.88	\$34.27	\$35.48	\$39.03
STEP 18	\$26.58	\$27.38	\$28.07	\$29.60	\$36.91	\$38.76	\$24.67	\$25.07	\$27.53	\$28.33	\$29.32	\$31.15	\$32.26	\$32.88	\$34.27	\$35.48	\$39.03
STEP 19	\$26.98	\$27.80	\$28.49	\$30.05	\$36.91	\$38.76	\$25.29	\$25.72	\$28.23	\$29.03	\$30.04	\$31.94	\$33.05	\$33.70	\$35.13	\$36.39	\$39.99
STEP 20	\$26.98	\$27.80	\$28.49	\$30.05	\$37.30	\$39.15	\$25.29	\$25.72	\$28.23	\$29.03	\$30.04	\$31.94	\$33.05	\$33.70	\$35.13	\$36.39	\$39.99
STEP 21	\$27.38	\$28.20	\$28.92	\$30.51	\$37.30	\$39.15	\$25.52	\$25.95	\$28.49	\$29.31	\$30.36	\$32.25	\$33.41	\$34.03	\$35.48	\$36.71	\$40.39
STEP 22	\$27.38	\$28.20	\$28.92	\$30.51	\$37.30	\$39.15	\$25.52	\$25.95	\$28.49	\$29.31	\$30.36	\$32.25	\$33.41	\$34.03	\$35.48	\$36.71	\$40.39
STEP 23	\$27.78	\$28.62	\$29.34	\$30.96	\$37.30	\$39.15	\$25.92	\$26.34	\$28.92	\$29.75	\$30.81	\$32.73	\$33.89	\$34.55	\$36.01	\$37.29	\$40.98
STEP 24	\$27.78	\$28.62	\$29.34	\$30.96	\$37.30	\$39.15	\$25.92	\$26.34	\$28.92	\$29.75	\$30.81	\$32.73	\$33.89	\$34.55	\$36.01	\$37.29	\$40.98
STEP 25	\$28.18	\$29.04	\$29.77	\$31.40	\$37.65	\$39.53	\$26.56	\$27.01	\$29.64	\$30.48	\$31.58	\$33.54	\$34.73	\$35.39	\$36.91	\$38.24	\$42.02
STEP 26	\$28.18	\$29.04	\$29.77	\$31.40	\$37.65	\$39.53	\$26.56	\$27.01	\$29.64	\$30.48	\$31.58	\$33.54	\$34.73	\$35.39	\$36.91	\$38.24	\$42.02
STEP 27	\$28.59	\$29.44	\$30.19	\$31.85	\$37.65	\$39.53	\$27.12	\$27.57	\$30.26	\$31.13	\$32.25	\$34.24	\$35.47	\$36.15	\$37.68	\$39.03	\$42.92