

**Letter of Agreement between  
OFNHP Local 5017 and PeaceHealth Southwest Medical Center  
Respiratory Therapist Staffing Matrix**

This Letter of Agreement (LOA) is made between PeaceHealth Southwest Medical Center (“Employer” and Oregon Federation of Nurses and Health Professionals, Local 5017 the “Union”) regarding communication about staffing and productivity goals in the Respiratory Therapy Department at the Southwest Medical Center location.

**RECITALS**

- A) The parties share a mutual interest in supporting communication regarding the staffing goals within the Respiratory Therapy department.
- B) The parties agree that the current staffing matrix tool dated 12/12/2023 that utilizes AARC guidelines and has been adjusted through conversation between OFNHP and PeaceHealth is an appropriate current tool by which to establish staffing goals in the Respiratory Therapy Department.
- C) The parties agree that the staffing matrix tool as described above is for the purpose of establishing staffing goals and does not constitute a required staffing ratio by which the Union may bring forward a grievance should the goal not be met at any given point in time.
- D) The parties recognize the value of communication related to future changes that may be required, related to for instance, changes to the AARC guidelines or changes based on operational need within the Respiratory Therapy department to meet the broader medical center operational needs and priorities.

OFNHP and PeaceHealth further agree that:

- 1. Should either side identify changes that they believe need to be made to the staffing matrix tool, the parties agree to bring forward these prospective changes to the Respiratory Therapy Departments’ Unit Based Council (UBC) meeting for discussion.
- 2. The Employer agrees to discuss changes to the staffing matrix tool for the Respiratory Therapy department with members at the UBC meeting prior to implementation.
- 3. Should PeaceHealth identify proposed changes to the staffing matrix tool for the Respiratory Therapy department, the Employer will provide notice to caregivers via email at least 14 days in advance of the next UBC meeting notifying Caregivers that a proposed change (Including a summary of the change to be made) will be discussed, in order to provide Caregivers the opportunity to attend the UBC and provide feedback on the proposed change.
- 4. If the UBC is not attended by Caregivers per item number 3, the Employer will inform OFNHP, and will proceed to make the changes it has identified. Future identified changes will be subject to the same process outlined in number “3” and “4” of this agreement.
- 5. Should the Employer determine, an alternative tool will be implemented that would replace the current staffing matrix tool, the parties agree to meet and impact bargain regarding the implementation of the new tool.
- 6. The Employer and Union agree that no clause in the CBA shall be altered by this LOA.

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For the Employer \_\_\_\_\_

Date \_\_\_\_\_

For the Union *[Signature]*

Date 1.17.24