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Kaiser Foundation Hospitals/Health Plan of the Northwest

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## Management Counter Proposal "Scheduling & Templates – Precepting & Teaching"

KP  
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Initial Proposal dated 9/3/2025, version #21v2

### ARTICLE 2 – DEFINITIONS

#### C. Precepting

Precepting work occurs when employee's precept other employees, consistent with the grid below. Precepting work will be eligible for compensation by differential. Employees will be assigned to work as preceptors by their local health plan manager.

Precepting	Not Precepting
Teaching new, non-standard, or specialty skills to a co-worker	Orienting a new-hire to non-clinical job duties
Teaching a Kaiser care provider outside your job classification	Shadowing by a new hire without a teaching component
Teaching skills which are based on relevant Board Certification	<del>Supervisory duties (e.g. administering discipline)</del>
Remediating a co-worker as part of a documented assignment (e.g. ADA)	Administrative duties (e.g. making schedules)
	Teaching non-KP employees/students

[Current 'C' On-Call Employee becomes 'D', current 'D' Short-Hour Employee becomes 'E', and current 'E' Part-Time Employees becomes 'F']

### ARTICLE 5 – DIFFERENTIALS/ADDITIONAL COMPENSATION

#### E. Shift Differentials

- (e) Precepting work will be eligible for a \$3.20 differential per code PWD. *(Insert into Article 5. Differentials)*

### ARTICLE 20 – SCHEDULING

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#### D. Orientation of New Employees

Departments will recognize the employees additional responsibilities associated with orienting new employees to the department and will make the appropriate adjustment to schedules and caseloads to reflect the orientation work.

#### E. Teaching Non-KP employees/students

The below can be modified through labor and management agreement. ~~consensus of schedule/templates committees outlined above.~~

Teaching Duties, which do not involve an active KP employee, but instead involved a student, intern, resident or fellow will have held time on their schedule as listed.

1. Shadowing / Pre-professional Student Experience: no held time. (Student to arrive before clinic for orientation).
2. Clinic based professional student learners (e.g. MD/DO/PA/NP/CNM/MSW programs) with employee on set template/ outpatient clinics:
  - A. Typical face to face clinic day hold two (2) appointment slots per day for oversight/supervision, not to exceed 60 minutes per day.
  - B. In addition to above, 15 minutes held time for orientation day one (orient to space, team, location of equipment, goals and expectations for rotation).
3. Non-templated professional student supervision: (e.g. Urgent Care, Emergency Departments, In-patient departments, Labor and Delivery etc.): **Preceptor** Clinical instructor will be allowed to decrease “quota” expectations to allow safe supervision of student work. Reasonable decrease quotas may include:
  - A. ER/L&D/UCC, etc. – allow **preceptor** clinical instructor to decrease shift quota by 2 patients per shift to allow supervision of student work
    - a. ~~UCC have student work off preceptor schedule. Hold two slots per ½ day on schedule for preceptor supervision.~~
  - B. In-patient: ~~decrease~~ adjust patient census/assignment or quota (as operations allow)

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4. For hospital and hospital based surgical services: employee will be excused from "floor duty" for 30 minutes midday to allow review of day and care plan with student and manage supervision.
- F. Short Notice Cancellations
  1. Classes

Bargaining Unit members scheduled to teach a Kaiser Permanente sponsored class will be paid for their regular preparation and presentation time if the class is canceled with less than 48 hours notice.
  2. Facility Closure
    - a. If the Employer closes a facility or a service and work is canceled prior to the scheduled shift, the employee may be offered work at an alternate location.
    - b. If work is available at an alternative location, but the employee declines the work, the employee will be charged PTO for the day. If no work is available at an alternative location, the employee will be paid their regular salary for the day (exempt employees must be paid the daily salary if no work is available).
    - c. If the Employer decides to keep some facilities or services open during adverse conditions, and all shifts cannot be filled by offering work to regular staff, "backups" may be called. If shifts are still vacant, the supernumerary list will be used to fill the shifts (areas/departments without supernumerary lists are encouraged to create one and forward it to the Emergency Operations Center care of Human Resources).
    - d. If there is doubt regarding the availability of work, employees should contact the Emergency Operations contact telephone number (will function when there is an emergency event).