

Agreement by and between

# **UFCW 21 and Skagit Regional Health**



**Effective 8/24/2016 - 3/31/2019**



# YOUR VOICE, YOUR UNION, YOUR CONTRACT

## About UFCW 21

UFCW 21 is a large, strong, progressive, and diverse union, representing more grocery workers, retail workers, and professional and technical health care workers than any other union in the state.

With over 46,000 members united, we have the power and resources to take on tough employers, represent members on the job, raise standards in our industries, and support laws that make a difference for working families.

My Union Representative:

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My Union Steward:

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**With a union you and your co-workers have a voice in decisions about your work life—**wages, benefits, holidays and vacations, scheduling, seniority rights, job security, and much more. Union negotiations put us across the bargaining table from management—as equals.

A negotiating committee of your co-workers and union staff negotiated this contract. How does the negotiating committee know what issues are important? Union members tell us. The issues raised in contract surveys and proposal meetings help us decide what to propose in contract negotiations. Stewards and union representatives report on issues that arise on the job, talking with members about grievances, problems, and needs. They have a hands-on sense of what the issues are.

The more that union members stand together and speak out with one voice, the stronger the contract we can win. A contract can only take effect after union members have a chance to review the offer and vote on it.

**A union is as strong as its members. It's no secret—an active and united membership means a stronger union—which means a better contract.**

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**THIS AGREEMENT** is made and entered into by and between Skagit County Public Hospital District No. 1, d/b/a Skagit Regional Health (hereinafter referred to as “SRH” or the “Employer”), and the United Food and Commercial Workers, Local 21 (hereinafter referred to as the “Union” or UFCW 21).

#### ARTICLE 1 RECOGNITION

1.1 Covered Facilities. For purposes of this Agreement, Skagit Regional Health (all facilities are in Washington state) consists of, an acute care facility Skagit Valley Hospital operated at its Mount Vernon campus, Skagit Valley Kidney Center, the Regional Cancer Care Center (Mount Vernon and Arlington), the Skagit Regional Health Clinic – Cardiology (Mount Vernon and Anacortes), Skagit Regional Clinics - Camano, Skagit Regional Clinics - Mount Vernon, Skagit Regional Clinics - Oak Harbor, Skagit Regional Clinics - Residency Clinic, Skagit Regional Clinics – Sedro-Woolley, Skagit Regional Clinics –Stanwood, Skagit Regional Clinics - Urology (Anacortes and Mount Vernon), Skagit Regional Clinics – Smokey Point and Skagit Regional Clinics - Riverbend. These entities are referred to collectively herein as “SRH” or “Employer.”

1.2 Bargaining Unit. SRH recognizes the Union as the sole and exclusive bargaining agent for, and this Agreement shall cover, all full-time, part-time and per diem employees in covered facilities in those Job Titles listed in Appendix A, which shall exclude all other employees and supervisors, confidential, temporary and casual employees. Employees in those Job Titles assigned to Hospice of the Northwest LLC shall be included as members of the bargaining unit.

1.3 Accretion. For newly acquired clinics solely operated and/or owned by SRH, SRH shall have the right to establish and implement the initial terms and conditions of employment for employees at any newly established or acquired clinic. SRH will notify the Union of terms and conditions covering any employee with a Job Title in the current Agreement. Upon written request by the Union within 20 days of the notice, SRH agrees to bargain over the terms and conditions of those employees at such clinic.

#### ARTICLE 2 UNION MEMBERSHIP AND REPRESENTATION

##### 2.1 Union Membership.

2.1.1 Employees employed on the date of ratification of this Agreement shall be required as a condition of continued employment to join the Union within thirty days of the ratification date of this Agreement.

2.1.2 Employees hired or transferring into a bargaining unit position after the ratification date of this Agreement shall be required as a condition of continued employment to join the Union within thirty days of their hire date.

2.1.3 SRH will notify employees of membership requirements/options at the time of ratification of this Agreement, hire or transfer. The Union shall notify SRH Human Resources, in writing by certified mail, with a copy to the employee of the failure of the employee to remain a member in good standing in violation of this Article including the specific amount of any dues or fees in arrears. Employees who fail to maintain membership requirements as defined in this Article shall be terminated by SRH within thirty calendar days after SRH receives written notice from the Union.



2.1.4 Any employee union member who is also 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 a labor organization shall not be required to join or financially support the Union as a condition of employment. Such employee shall, in lieu of dues pay sums equal to such dues to a non-religious charity or to another charitable organization mutually agreed upon by the employee and the Union. A religious objection must be declared in writing to both the Union and SRH Human Resources. Any employee exercising their right of religious objection must provide the Union with monthly documentation of payments made to the agreed upon charitable organization or be considered in violation of the Membership provisions in this Article. SRH will not deduct religious exemption charitable organizational contributions from the employee's paycheck.

2.2 Dues Deduction. During the term of this agreement, SRH will deduct monthly dues from the pay of those employees covered by this Agreement who are members of the Union and who voluntarily execute a payroll deduction authorization form. A copy of the authorization form to be used by employees is set forth as Appendix "D" to this Agreement. When filed with SRH, the Authorization Form will be honored in accordance with its terms. Deductions will be promptly transmitted to UFCW Local 21 by check payable to its order. Upon issuance and transmission of a check to UFCW Local 21, SRH's responsibility shall cease with respect to such deductions. UFCW Local 21 and each employee authorizing the payroll deduction for the payment of union dues or any other union payment hereby undertakes to indemnify and hold SRH harmless from all claims, demands, suits, or other forms of liability that may arise against SRH for or on account of any deduction made from the wages of such employee. SRH shall be obligated to honor only an authorization to deduct the specific percentage amount specified, in writing by the employee. SRH shall have no obligation or responsibility for calculating, computing, or verifying the amount to be deducted.

2.3 Conference Rooms. Subject to availability the Union may use conference rooms for meetings of the bargaining unit, with or without Union staff present. The Union will provide SRH's designated conference coordinator at least twenty-four hours advance request for conference room use. An existing Union reservation will not be changed without email permission from the Union or when a change is requested by the Senior Executive Team or the SRH Board of Commissioners. The Union must promptly notify the designated conference coordinator if a conference room is no longer needed.

2.4 Access to Premises. Duly authorized representatives of the Union shall be permitted at all reasonable times to enter the facilities operated by SRH for the purpose of observing working conditions and investigating grievances; provided however that the Union's representative shall,

- a) When visiting the Hospital notify the Human Resources Administrator/designee before such visit of the time and area he/she wishes to visit, and confine his/her visits to such areas as agreed upon.
- b) When visiting a clinic location notify the Human Resources Administrator/designee at least 24 hours before such visit of the time, area and clinic location he/she wishes to visit, and confine his/her visits to such locations and area as agreed upon.

Transaction of any business shall be conducted in appropriate non-work, non-patient locations subject to general rules applicable to non-employees, with employees during their non-working time and shall not interfere with patient care or services needs as solely determined by SRH. Twenty-four hour notice is not required for meetings (including grievance meetings) mutually set by SRH and the Union.

2.5 Local Unit Shop Steward. The Union shall have the right to select Shop Stewards from among the employees in the bargaining unit. The Union shall notify SRH Human Resources, in writing, of the names of the Shop Stewards at the time of appointment or any changes. The Shop Steward shall not be recognized by SRH until the Union has given written notice to SRH Human Resources of the selection. Shop Stewards shall not transact Union business on their or other employee's working time or in a manner which in any way interferes with patient care or services needs as solely determined by SRH. Shop Stewards may request use of conference rooms to meet regarding grievance investigation in accord with Article 2.3 *Conference Rooms*. When an employee requests a specific Shop Steward be present at an investigatory meeting and that Shop Steward is unavailable or cannot be released due to staffing and/or patient care needs as solely determined by SRH, SRH is not required to postpone the interview and any available Shop Steward may be substituted. A Shop Steward who is on duty and who is requested by an employee to attend an investigatory meeting or authorized to attend a meeting in a Shop Steward capacity by the terms of this Agreement will be allowed to use either PTO or unpaid leave to attend the meeting provided such leave time does not conflict with staffing and/or patient care and service needs as solely determined by SRH.

2.6 Bulletin Board. A dedicated bulletin board of the same size and location as provided for other unions will be provided to the Union in the Hospital. In addition SRH will provide a bulletin board at the following locations:

- a) SRC Mt. Vernon Site
- b) Business Center
- c) Main campus clinics MV- 3'x2' break room
- d) Stanwood- 3'x2' Back break room North
- e) Anacortes Cardiology- 2'x 1.5' in break-room
- f) Sedro Woolley- 2' x 1.5' in break room
- g) Riverbend- 3' x 2' break-room upstairs
- h) Residency Clinic-2'x 1.5' break room
- i) Cardiology MV- 2'x 1.5' in break room
- j) SRC-MV- 2'x 1.5' Maynard Johnson Building, 2nd floor
- k) Smokey Point 2'x 1.5' break room

2.7 Union Leave for Collective Bargaining Negotiations. Up to a total of twelve employees who are designated by the Union to serve on the Union's negotiating team during collective bargaining negotiations and who are scheduled to work during the negotiation period will be allowed to use either PTO or unpaid leave to attend the negotiation session provided such leave time does not conflict with staffing and/or patient care or services needs as solely determined by SRH.

2.8 Voluntary Political Action Fund.

2.8.1 If an employee voluntarily executes a UFCW political action contribution wage deduction authorization form in the amount of at least two dollars (\$2) per pay period per employee, SRH shall begin effective the first pay day after receipt of the authorization to deduct monthly the sum specified from the pay of the employee.

2.8.2 The parties recognize that UFCW is also obligated under the Federal Election Campaign Act (FECA) to reimburse SRH for its reasonable cost of administering PAC wage deductions. SRH and the Union agree that one-quarter of one percent (0.25%) of all amounts deducted will be used to reimburse SRH for its reasonable costs of administering these monthly wage deduction authorizations (the "administration fee").

2.8.3 The amount deducted (net of the administration fee) and a roster of all employees using payroll deduction for this purpose will be transmitted to the Union by separate check payable to its order each month. Upon issuance and transmission of a check to the Union, the Hospital's responsibility shall cease with respect to such deductions.

2.8.4 The Union and each employee authorizing the assignment of wages for the payment of voluntary political action contributions hereby undertake to indemnify and hold SRH harmless from all claims, demands, suits or other forms of liability that may arise against the SRH for or on behalf of any such deduction made from wages of such employee.

2.9 Union Orientation. During the orientation of new employees, SRH will provide the opportunity for fifteen minutes at the end of the orientation for the Union and its designated shop steward and/or Union representative to discuss information about the Union and the terms of this Agreement.

2.10 Union Leave. Elected employee officers and appointed Union Shop Stewards of the Union will be allowed up to a maximum of five (5) days of unpaid leave per calendar year provided that; as solely determined by the Employer, it does not conflict with patient care or staffing considerations, the employee requesting such leave submit a written leave request at least thirty days in advance and, unpaid leave is taken in full day increments. Employees may use PTO for this purpose in accordance current policy and terms of this Agreement.

2.11 Rosters. The Employer will supply the Union, one month after the signing by both parties of this Agreement and thereafter on a three months calendar basis a list electronically in EXCEL of all employees covered by this Agreement, including, name, address, employee ID number, department, job title, date of hire, rate of pay, FTE status, hire date and/or termination date within the last quarter. The Employer will also provide a list electronically to the Union of new employees with their job title and date of hire/termination every month.

### ARTICLE 3 MANAGEMENT RIGHTS

3.1 Prior to the execution of this Agreement with the Union, the rights of the SRH to manage ("management rights") were limited only by applicable federal and state law. The parties agree that the management rights of SRH are not abridged in this Agreement except as specifically set forth by an express provision of the Agreement.

3.2 Without limiting the inclusiveness of the foregoing or SRH's ability to unilaterally act with respect to its management's rights, the parties agree that among the rights of SRH which are not abridged or limited by this Agreement are, the right to determine and re-determine the composition of its work force, including the mix of employees required and the composition of work teams or units; to determine the number of employees required and staffing requirements, minimum staffing and criteria; the right to determine and require standards of performance; the right to determine working schedules and to hire, assign, classify, train, orient, evaluate, schedule, suspend, transfer, promote, discharge or discipline employees for just cause and to otherwise maintain the efficiency of its employees; the right to relieve employees from duty because of lack of work; the right to change methods or procedures and to use new equipment; the right to introduce new, modified or improved services, methods or facilities; the right to determine whether the whole or any part of operations of SRH shall continue to operate; and the right to determine whether and what work will be performed by employees of SRH who are employed under this Agreement, assigned to employees outside this bargaining

unit or subcontracted except that SRH will give the Union at least 60 days' notice prior to subcontracting implementation and will agree to promptly bargain the effects of the subcontracting if requested by the Union (effects bargaining will not delay the designated implementation date unless otherwise determined by SRH in its sole discretion); the right to implement changes in operational methods and procedures; the right to determine the kind and location of its facilities and where its services will be performed.

#### ARTICLE 4 CATEGORIES OF EMPLOYEES

4.1 Regular Full-time Employee. An employee, so classified in SRH's employment records with a designated FTE, who is regularly scheduled to work forty (40) hours per week or eighty (80) hours in a fourteen (14) day period and who has successfully completed the required probationary period.

4.2 Regular Part-time Employee. An employee, so classified in SRH's employment records with a designated FTE, who is regularly scheduled to work less than forty (40) hours per week or eighty (80) hours in a fourteen (14) day period and who has successfully completed the required probationary period.

4.3 Per Diem Employee.

4.3.1 Per Diem Definition. An employee so classified in SRH's employment records with no designated FTE, who is not guaranteed any number of hours and who is scheduled to work, (1) any period when a temporarily augmented work force is needed on a daily, weekly or monthly basis, however not to exceed 60 continuous days; or (2) to fill in for vacations, approved leave, unscheduled absences; or (3) to fill in for unfilled scheduled shifts; or (4) to fill in after an employee leaves their position until a new employee can be hired except that such time shall not exceed 120 continuous days. Per Diem employees do not include temporary service staff such as registry or agency personnel.

4.3.2 Per Diem Scheduling Requirements. Per Diem employees are required to provide their department manager/designee a list of the dates the per diem employee is available to be scheduled to work at least by the 10<sup>th</sup> of the month preceding the next month (for example availability for the month of August must be provided by the 10<sup>th</sup> of July). At a minimum, per diem employees must identify for each monthly schedule 4 days at least one of which (where applicable) must be a weekend or night shift and two holidays (one which is Thanksgiving, Christmas or New Year's, which the employee is available to be scheduled. Per Diem employees who fail to make themselves available for the minimum required number of shifts may in SRH's sole discretion be warned in writing upon the first occurrence and administratively terminated for subsequent failure to make themselves available. If a per diem employee is not scheduled on a date the employee identified as being available, the employee is not required to remain available for that shift. Per Diem employees who are not scheduled by SRH to work any shifts during a 6-month period may be administratively terminated. Administrative termination may occur regardless of whether the employee has identified that they are available to work.

4.4 Probationary Employees. A Probationary employee is an employee who has been hired on a full-time or part-time basis and who has been continuously employed for less than 120 days of actual work. SRH has the sole discretion to extend an employee's probationary period up to an additional thirty days. During the probationary period, a probationary employee may be terminated or disciplined without notice and without recourse to the grievance procedure. SRH will notify the union if probation is extended.

## ARTICLE 5 EMPLOYMENT PRACTICES

### 5.1 Discipline and Discharge.

5.1.1 Just Cause. Discipline and discharge of regular full and part time employees shall be for just cause. SRH reserves the right to discharge any employee deemed to be incapable or incompetent. SRH shall be the sole judge of the employee's capability and competence; provided however, that such judgment shall be exercised in good faith based upon established performance criteria.

5.1.2 Employee Acknowledgment. A copy of a written disciplinary action issued by SRH will be provided to the employee at the time the disciplinary action is taken or shortly thereafter. The employee shall be required to acknowledge receipt of the written disciplinary action by the employee's signature. The employee's signature will not be construed as admission of guilt or concurrence with the discipline but rather as an indication that the employee has seen and comprehends the gravity of the disciplinary action.

5.1.3 Employee Discipline Rebuttal. An employee may submit a rebuttal letter to any written disciplinary issue and may request that it be put in the employees Employment Record. The Union will receive a copy of any notice of discharge.

### 5.2 Employment Record.

5.2.1 Each employee has an Employment Record. If an employee believes that any material placed into the employee's Employment Record is incorrect or a misrepresentation of fact, the employee may request and have placed in the Employment Record a statement containing the employee's rebuttal or correction.

5.2.2 If the employee corrects the unacceptable performance/behavior identified in the disciplinary action and there is no further disciplinary action of any kind for at least two (2) years, the employee may request that all documentation concerning the original disciplinary action be removed from the employee's employment record. Except that documentation related to non-compliance of Medicare/Medicaid rules or other governmental programs or rules, or violations of SRH's Sexual Harassment or other forms of discriminatory conduct will not, at the sole discretion of SRH, be removed from an employment record.

5.3 Health Tests. All employees will participate in the SRH's health screening and vaccination programs consistent with state law, the Centers for Disease Control (CDC) requirements and recommendations and the Employer's occupational health policies and procedures. SRH will address additional occupational health needs consistent with state and federal requirements and, as appropriate, consistent with the recommendations and guidelines of the Centers for Disease Control (CDC), local and state health departments, and community standards. SRH will provide the following vaccinations, as recommended by CDC, at no cost to employees: influenza, Tdap, Hepatitis "B" Hepatitis "A", Varicella and Measles, Mumps and Rubella.

5.4 ID Badges and Lanyard. ID badges and Lanyards will be provided by SRH; if a badge or Lanyard is damaged at work a new one will be provided.

5.5 Notice of Job Descriptions and Job Titles. Current Job Descriptions will be electronically posted and accessible to employees. The Union will be provided with a copy of bargaining unit job descriptions and SRH will provide a copy of any job description that has been updated (change in job duties and/or responsibilities)

to the Union throughout the term of this Agreement. SRH will make a good faith effort to periodically review/update job descriptions.

5.5.1 Job Title Changes. A change in job title with no material change in duties shall not affect an employee's tenure, seniority, rate of pay, or rate of benefit accrual.

5.6 Job Posting. SRH shall post notices of positions to be filled on the applicant portal of the web-based employment application system in advance of filling the position (this does not preclude SRH from also posting such notices in additional locations). SRH shall post such notices for at least five calendar (5) days. Job Title Seniority shall be the determining factor in filling such vacancy providing qualifications, competence, disciplinary and attendance records, efficiency and past performance during the prior twelve (12) months are considered to be equal in the sole opinion of SRH.

5.7 Nondiscrimination. There shall be no unlawful, discrimination or harassment or retaliation against any employee by the Employer or Union because of race, color, creed, national origin, religion, sex, age, disability, marital status, sexual orientation, veterans or military status, or other legally protected status or Union membership or rejection of Union membership. The matters set forth herein shall be interpreted consistent with the requirements of the Employer and Union under applicable law. Whenever words denoting gender are used in this Agreement, they are intended to apply equally to either gender.

5.8 Notice of Resignation. Employees shall be required to give at least fourteen (14) calendar days' written notice of intended resignation. Failure to give such notice may- at the Employer's sole discretion result in loss of accrued benefits. The Employer will give consideration to situations that would make such notice by an employee impossible. This fourteen (14) day notice requirement will not include any annual leave or unverified sick leave, unless approved by the manager. At the Employer's option the employee may be put on paid administrative leave during any part of the notice period.

5.9 Occupational Safety and Health. In accordance with federal and state law, SRH has an established Safety Committee. The Union may designate those employee members who will serve on this committee as representatives for this bargaining unit.

5.10 Parking. SRH retains the right to assign free parking spaces in a reasonable manner. SRH will provide the Union thirty days notice of any change to its parking policy and will meet and discuss policy before its implementation. SRH may not charge or discontinue its policy with respect to free parking without notifying the Union and upon request from the Union within ten days of such notification bargain over any costs for parking.

5.11 Uniforms/Scrubs. Uniform/Scrubs provided by SRH will be purchased at no cost to the employee. Employees shall be responsible for maintaining and laundering uniforms/scrubs provided by SRH unless designated otherwise by SRH.

## ARTICLE 6 SENIORITY

### 6.1 Definitions.

6.1.1 SRH Seniority. SRH Seniority shall mean an employee's continuous length of full-time or part-time service calculated from the employee's most recent date of hire within SRH or, if the employee has been an employee of a facility acquired by SRH, from the most recent date of hire by the facility before the acquisition of the facility. SRH Seniority will be utilized as provided for in the terms of this Agreement.

6.1.2 Job Title Seniority shall mean an employee's continuous length of full-time or part-time service calculated from (1) the employee's most recent date of hire within a Job Title or, (2) if the employee has been an employee of a facility acquired by SRH, from the most recent date of hire by the facility before the acquisition of the facility in the same or comparable Job Title as solely determined by SRH or (3) if the employee has been in a Job Title and, without interruption, is promoted to a Lead in the same Job Title. Job Title Seniority will include the employee's years of service in both Job Titles. Job Title Seniority will be calculated by how many completed years have passed since the employee's date of hire in that Job Title date. Job Title Seniority will be utilized as provided for in the terms of this Agreement.

6.1.3 Per Diem Seniority.

6.1.3.1 Per Diem Accrual. While in a per diem status an employee does not accrue SRH or Job Title Seniority.

6.1.3.2 Transfer and Return. If an employee has transferred from a full or part-time position into a per diem status, the employee's (a) prior SRH Seniority accrual will be "frozen" until such time as the employee obtains another full or part time position within the bargaining unit and (b) prior Job Title Seniority accrual will be "frozen" until such time as the employee obtains another full or part time position within the same Job Title within the bargaining unit within 730 continuous days of transfer into a per diem status. If the employee returns to the same Job Title after 730 continuous days or more in a per diem status or if the employee returns to a different Job Title, the employee's prior Job Title seniority will be lost and the employee will have a new Job Title seniority date. SRH will solely determine whether a renamed Job Title is the same as the Job Title formerly held.

6.1.3.3 Per Diem to FTE Seniority. If an employee is initially hired into a per diem status (cannot be already in an FTE position) and subsequently obtains a full or part time position within the same Job Title as the employee has worked immediately prior to taking the full or part time position, the employee will be credited with Job Title seniority based on actual hours worked as a per diem in that Job Title.

6.2 Non-Bargaining Unit Position and Seniority. An employee who takes a non-bargaining unit position and subsequently returns to the same Job Title without a break in service (leaving SRH employment) shall have their previous Job Title Seniority accruals reinstated as long as the employee returns to the bargaining unit within 365 continuous days and requests in writing reinstatement of seniority within fifteen days of return to their former Job Title. An employee's SRH Seniority will not be affected by taking a non-bargaining unit position.

6.3 Posting of Seniority.

6.3.1 Initial Seniority Roster. SRH will provide a Job Title Seniority list to the Union before the ratification vote. The Union will inform SRH of any concerns with the seniority dates and the Parties will work to confirm agreement with this listing

6.3.2 Semiannual Seniority Roster Update. SRH will post electronically on the SRH intranet an updated SRH Seniority and Job Title Seniority list January 15 and July 15 or if that date falls on a weekend then on the next regular business day and employees shall have thirty (30) days from the date

of posting to correct any information on the posting by contacting SRH Human Resources. SRH will provide a copy of the lists to the Union at the time of the electronic posting.

6.4 Termination of Seniority. SRH and Job Title Seniority shall terminate upon:

- a) Discharge or retirement or resignation from employment which shall include failure to report to work as assigned for a period of three consecutive scheduled work days without calling in;
- b) Absence from work for any reason, including layoff, except worker's compensation, for a period of 365 continuous days.
- c) Failure to return to work from layoff when recalled in accord with the terms of this Agreement.

ARTICLE 7 REALLOCATION, LAYOFF, RECALL AND SEVERANCE

7.1 Reallocation.

7.1.1 Designated Work Period is defined as: (1) For Clinics and Hospice of the Northwest: hours of operation as designated by the scope of service for the particular clinic/Hospice. (2) For Hospital: the majority of hours scheduled within First Shift (0700-1500) or Second Shift (1500-2300) or Third Shift (2300-0700).

7.1.2 Reallocation of Staff. Reallocation of staff FTEs and Designated Work Period may occur when SRH determines the need for: changes to budgeted hours in an existing cost center or department; changes to the clinical focus of a cost center or department; merger of one or more cost centers and/or departments, restructuring of the staffing model (of a cost center or department. SRH will solely determine the total number of positions needed in a Job Title in a cost center or department as a result of the reallocation of FTE for each Job Title.

7.1.3 Posting Period. If SRH initiates a Reallocation of Staff, a listing of new FTEs and Designated Work Period(s) will be posted in the cost center location or department for at least fourteen days and a copy will be sent to the Union. On the fifteenth day the employees will bid however if the fifteenth day falls on a Saturday, Sunday, or designated holiday the bid will take place on the following next non weekend or designated holiday, day.

7.1.4 Reallocation with same number of positions. If the reallocation will result in the same number of total positions in a Job Title within the affected cost center or department, any bidding or bumping related to reallocation will be done by Job Title Seniority. Bidding on the new FTE/Designated Work Period will be from highest to lowest Job Title seniority except that no employee may bid into a position that has a greater FTE than the employee currently holds unless that is the only position available. Any employee left with a choice of FTE that will reduce their current FTE by .2 FTE or more or would result in loss of eligibility for full medical benefits, may choose (1) to be laid off and remain on the recall list in accordance with Article 7.3.Layoff Recall, or (2) to take severance in accordance with Article 7.4.Layoff Severance Pay or (3) to bump the least senior employee within SRH in the job title or job group (See Appendix C- Job Groups for Bumping). If the least senior employee is bumped that person will have the choice of (1) to be laid off and remain on the recall list in accordance with Article 7.3.Layoff Recall or (2) to take severance in accordance with Article 7.4 Layoff Severance Pay. If there are location specific competencies attached to the position bumped into, the employee must, in the sole determination of SRH, be able to successfully perform the duties



at the new cost center or department after 80 hours of work. If the employee is not able to perform successfully the employee will have the choice of (1) to be laid off and remain on the recall list in accordance with Article 7.3 *Layoff Recall*, or (2) to take severance in accordance with Article 7.4 *Layoff Severance Pay* or (3) to apply for an open vacant position.

**7.1.5 Reallocation with fewer number of positions.** If the reallocation will result in fewer total positions in a Job Title within the affected cost center or department, SRH may first lay off with severance, in accordance with Article 7.4 *Layoff Severance Pay*, any employee who has received a last chance agreement within the last 730 days.

**7.1.5.1 Reallocated Employee's Options.** If after SRH's determination under 7.1.5, there remain fewer total positions in a job title, SRH will first seek volunteers and then go to the least senior employee, based on Job Title Seniority, who may choose (1) to be laid off and remain on the recall list in accordance with Article 7.3 *Layoff Recall*, or (2) to take severance in accordance with Article 7.4 *Layoff Severance Pay* or (3) to bump the least senior employee within SRH in the job title or job group/category (*See Appendix C*). The employee bumped may choose (1) to be laid off and remain on the recall list in accordance with Article 7.3 *Layoff Recall*, or (2) to take severance in accordance with Article 7.4 *Layoff Severance Pay*. If there are location specific competencies attached to the position bumped into the employee must in the sole determination of SRH be able to successfully perform the duties at the new cost center or department after 80 hours of work. If the employee is not able to perform successfully the employee will have the choice of (1) taking lay-off and remaining on the recall list in accordance with Article 7.3 *Layoff Recall*, or (2) taking severance in accordance with Article 7.4 *Layoff Severance Pay*.

**7.2 Layoff Definition.** SRH within its sole discretion has the right to determine the necessity at any time for lay-offs and those Job Title(s) affected by lay-off. Reallocation of FTE's does not constitute a layoff.

**7.2.1 Layoff Order.** SRH will make its best efforts to notify the employees and the Union at least thirty (30) days prior to the impending layoff. SRH will first seek volunteers from the affected employees. If the number of volunteers does not meet the SRH's needs for reduced staffing, employees within a Job Title shall be laid off in the following order:

- a) Temporary employees
- b) Probationary employees
- c) Full and Part-time employees

**7.2.2 Application of Seniority and Bumping in Layoff.** In the event a full-time or part-time employee is designated for layoff, the employee may be eligible to bump another employee in the same Job Title or within a designated Job Group/Category. Appended as Appendix C is a listing of Job Titles within job groups and corresponding bumping eligibility criteria. If a Job Title is not listed in a group then bumping will only be within that Job Title.

**7.2.2.1 Layoff Bumping.** If bumping within a Job Title, Job Title seniority will control in the lay-off order where, in the sole opinion of SRH, based on job related criteria including location specific duties, competence, skills, overall performance including disciplinary record, and the skill mix needed within a group of employees is considered equal by SRH. Employees bumped out of their Job Title may, in accordance with terms of this Article, elect one of the following: (1) be laid off and put on the recall list in accordance with Article 7.3 *Layoff Recall*, or (2) take severance in

accordance with Article 7.4 *Layoff Severance Pay*, or (3) if eligible, bump down sequentially into the designated Job Title within the appropriate Job Group/Category as listed in Appendix C.

7.2.2.2 Bumping into a new Job Title. When bumping into a new Job Title within a designated Job Group/Category the employee must have all required current certifications and in addition must meet designated eligibility criteria as listed in Appendix C. Employees bumping must take the FTE level available in that Job Title. As solely determined by SRH, an employee bumping into a new Job Title must be able to be successfully oriented (not trained) and be able perform the duties of the new Job Title within 80 hours of work in the new Job Title. Employees who do not elect to take the designated FTE level or who are determined by SRH not successfully orientated and able to perform the duties of the new Job Title within the 80 hours, will be laid off and may elect to be put on the recall list or take severance in accordance with the terms of the Article 7.4 *Layoff Severance Pay*.

7.2.2.3 Bumping Wage Placement. If an employee is bumped into another Job Title they would be placed at that wage rate on the Hire-In Grid for the new Job Title commensurate with their Job Title Seniority in their pre layoff Job Title.

7.3 Layoff Recall. Employees who are laid off shall be placed on a reinstatement roster and shall have recall rights to vacant positions in the Job Title from which they were laid off for 365 continuous days. Upon placement on the recall list the employee must designate a current address and/or email and must designate how the employee wishes to be notified of recall by regular mail and/or email. It is the employee's sole responsibility to update any address or email. When a notice for recall is issued the employee will have seven (7) days to respond. At the time the recall notice is issued SRH will notify the Union by email. An employee shall be removed from the reinstatement roster upon reemployment; failure to respond by the end of the notice period; refusal to accept work in the same Job Title worked and with a comparable FTE (within .2) when offered by SRH; or at the end of the 365 continuous days period from the date of the recall notice.

7.3.1 Upon reinstatement, an employee shall have all previously accrued SRH Seniority restored and previously accrued Job Title seniority restored if the employee is returning to the same Job Title.

7.4 Layoff Severance Pay. Upon completion of the probationary period, any full time or part time employee subject to layoff may elect to voluntarily terminate employment with SRH and receive severance pay as set forth below. Any employee electing this option shall not have recall rights under this Article 7.4 Employees are eligible for severance prorated to the employee's FTE. The severance pay shall be paid to the employee in a lump sum on the employee's last pay check.

7.4.1 Severance Calculation. Employees shall receive eighty hours of base pay as severance. In addition an employee shall receive an additional forty hours of base pay plus any applicable shift differential for each subsequent 365 days of continuous employment up to a maximum aggregate amount of 240 hours of base pay.

## ARTICLE 8 HOURS OF WORK AND SCHEDULING

8.1 Definitions.

8.1.1 Work Week Period. For each employee, the basic work week period shall consist, at SRH's discretion, of either forty (40) hours within a fixed and recurring period of seven consecutive twenty-four hour periods or eighty (80) hours within a fixed and recurring period of fourteen consecutive twenty-four hour periods.

8.1.2 Work Shift. The daily hours an employee is scheduled to work exclusive of meal period(s).

8.1.3 Work Schedule. A monthly listing of the days of the week and the work shifts the employee is scheduled to work.

8.1.4 Shift Staffing Model. Newly hired employees may be assigned to variable hourly shift staffing models. Current employees as of ratification of the Agreement who have not been hired to work variable hourly shifts will be assigned a regular number of shift hours between four to sixteen hours. Once a current employee has been assigned to a non-variable number of shift hours, an employee's regular shift hours staffing model may only be modified by mutual consent or through the Reallocation process as designed in Article 7.1 *Reallocation*.

8.2 Posting Work and Shift Schedules. Work schedules will be posted by SRH at least by the 20th of the preceding month.

8.2.1 Extra Shifts.

8.2.1.1 If a shift is not filled, the open shift may, at SRH's sole discretion; not be filled or be filled by a Per Diem employee or by agency or by mutual agreement(s) with the employee(s) with the shift(s) immediately before or after the open shift.

8.2.1.2 Open Shifts that remain if not filled in accordance with 8.2.1.1, will be designated by SRH as an Extra Shift on the posted schedule. When an extra shift is posted employees have four days to designate the particular extra shifts the employee wants to work. The following sequence will be used by SRH in assigning the extra shift.

1. Employees (by seniority) who have had Temporary Reduction in Hours ("TRH") days within the preceding schedule and who can work the extra shift on the designated date without incurring overtime.
2. Extra Shifts that remain available will be awarded, shift by shift, equitably to employees who request on a first come, first service basis, subject to availability to perform the work without incurring overtime.

8.2.2 Sequential Twelve Hour Shifts. No employee will be scheduled to work more than four twelve hour shifts in a row without mutual agreement between the employee and SRH.

8.2.3 Trades. All employee trades of shifts and/or days of work between employees must be pre-approved by the SRH manager/designee before being worked.

8.2.4 Changes to Posted Schedule. Except for emergency conditions (unforeseeable conditions beyond SRH's control including employee absences, termination without notice; unscheduled administrative leave or suspension; and temporary reduction in hours) final posted scheduled hours

and days of work may be changed only by mutual agreement between SRH and the employee(s) involved. Should it become necessary to change work schedules under these conditions, SRH will first seek volunteers who can work the schedule change without incurring overtime. Nothing in the preceding provision prohibits SRH from first, before asking for volunteers, using Per Diem employees or employees on standby to fill hours of work that become vacant or not filling the vacant hours.

8.2.4.1 If the change involves a shift rotation, volunteers will be sought first. And if there are insufficient volunteers, shift rotation will be assigned equitably in the Job Title and unit affected in reverse order of seniority by rotation.

### 8.3 Scheduling Leave for Work and Shift Schedules.

8.3.1 Yearly Scheduling of Prime Time PTO. For long term vacation scheduling purposes (three or more consecutive scheduled days off), employees may make requests for PTO between January 15 and January 31 of each calendar year for vacation to be taken between June 30 and the end of Labor Day Weekend and between December 18 through January 7 ("Prime Time"). Requests must be submitted in writing to the employee's Department Director/designee and will be on a "first come first serve" basis. Requests will be responded to within 15 days after receipt of the request. Subject to the supervisor limiting the number of employees who may be on vacation at any given time, employees will be granted PTO on the basis of Job Title Seniority. In the event of conflicting requests, Job Title seniority will govern who gets their PTO request approved on a rotational basis. The employee must have enough accrued PTO by the 10<sup>th</sup> of the prior month in which the PTO period is scheduled to occur.

8.3.1.1 Nothing precludes an employee making a PTO request for Prime Time outside of the bidding period. Requests will be responded to within 15 days of receipt of the request.

8.3.2 Monthly Scheduling of PTO. Requests for PTO must be submitted to the employee's Department Director/designee by the 10<sup>th</sup> of the month for use during the next month. It is understood that the employee's requests will be given reasonable consideration however are subject to the supervisor's sole determination of limiting the number of employees who may be on vacation at any given time. Requests for PTO once the schedule has been posted are within the sole determination of the supervisor.

8.3.3 PTO requests outside of 8.3.1 and 8.3.2 may be submitted to an employee's Department Director/designee for consideration on a "first come first serve" basis. A response will be given within 15 days of the request, and approval or denial shall be within the sole discretion of the Department Director/Manager.

### 8.4 Meal Period and Rest Breaks.

8.4.1 Meal Period. SRH will provide and designate either a 30 minute or 60 minute uninterrupted unpaid meal period depending on the business needs of the department or clinic, administrated by SRH in accordance with WAC 296-126-092. No employee shall be required to work more than five consecutive hours without a meal period. With agreement of SRH employees working a twelve hour shift may waive a second meal period. If for work related reasons the employee believes that an assigned meal period cannot be taken, the employee must notify the immediate supervisor/designee in advance or as soon as possible so that other arrangements can be made. If a meal period is missed the employee must report the missed meal period in accordance with SRH's most current time keeping reporting procedures.

8.4.2 Rest Breaks. All rest breaks are paid and shall be a total of 15 minutes in duration and are administered by SRH in accordance with WAC 296-126-092. Employees shall be allowed a rest break for each four hours of working time (e.g., employee who works an 8 hour shift would be allowed two rest breaks). If for work related reasons the employee believes that a rest break cannot be taken either on a scheduled or intermittent basis, the employee must notify the immediate supervisor/designee in advance or as soon as possible so that other arrangements can be made. If a rest break is missed the employee must report the missed rest break in accordance with SRH's most current time keeping reporting procedures. If for work related reasons the employee believes that a rest break cannot be taken either on a scheduled or intermittent basis, the employee must notify the immediate supervisor/designee in advance so that other arrangements can be made. If a rest break is missed the employee must report the missed rest break in accordance with SRH's most current time keeping reporting procedures.

8.4.3 Change in the Law. If during the term of this Agreement state law modifies employer requirements for the providing, administering or payment of meal periods and/or rest breaks, the Union agrees, upon request by SRH, to meet before the effective date of such legal changes.

8.5 Temporary Reduction in Hours. A temporary reduction in hours occurs when work does not require the number of employees scheduled for a shift or day within a unit or department caused by low patient volume or other temporary business reasons. The reduction will take place in the following manner, provided that the remaining employees have the necessary skills and ability to perform the work required as determined by SRH.

8.5.1 Hospital and MSW (Hospice and Non-Hospice)

- Temporary Employees (with no contracted hour guarantee)
- Employees working at an overtime or premium rate of pay
- Volunteers
- Per Diem Employees who were not on the schedule at the time of posting
- Per Diem Employees who were on the schedule at the time of posting
- Regularly scheduled employees in reverse order of seniority by rotation

8.5.2 Clinics.

- Temporary Employees (with no contracted hour guarantee)
- Employees working at an overtime or premium rate of pay
- Volunteers
- Determination by patient volume of the provider the employee is assigned to on that shift/day
- Regularly scheduled employees in reverse order of seniority by rotation

8.5.3 Agency/Travelers. Travelers or Agency Personnel working hours are not subject to mandatory Temporary Hours Reduction.

8.5.4 Hours Not Worked. Hours (including voluntary TRH) not worked pursuant to this section shall be considered hours paid for the purpose of accrual of all contractual benefits.

8.5.5 Mandatory TRH Limitation: Effective July 1, 2016, Mandatory TRH will be limited to no more than 60 hours per employee per six (6) month period. Employees who believe they have reached their

mandatory TRH cap and do not want to be placed on TRH must notify the individual advising them of the TRH assignment at the time the need for TRH is being identified. Employees may request from their manager an accounting of accumulated mandatory TRH hours. Employees will be paid at their normal rate of pay for hours they were regularly scheduled to work and instead placed on mandatory TRH over the employee's mandatory TRH cap. The Mandatory TRH cap for April 1-June 2016 is 30 hours per employee.

8.6 Posted Furlough Hours. Posted furlough hours occur when SRH has determined for business purposes the need for a short term reduction in staffing. Furlough hours are capped at a maximum 8 hours per month and are prorated based on employee FTE level and (new employees) hire date within the month. Furlough hours will be identified on the posted Work Schedule. Employees on furlough will not be replaced. Furlough hours are unpaid time however furlough hours shall be considered hours paid for the purpose of accrual of all contractual benefits. If scheduled furlough hours occur during prior approved PTO the employee may elect furlough or take PTO.

## ARTICLE 9 COMPENSATION

9.1 Compensation Related Definitions.

9.1.1 Base Rate of Pay. An employee's base hourly rate excluding all premium day, shift differentials and pay-in lieu of premiums.

9.1.2 Normal Rate of Pay. An employee's base hourly rate plus any applicable shift differential and excluding all other premiums, pay-in-lieu-of, and overtime pay.

9.1.3 Regular Rate of Pay. That rate of pay as defined and determined in accordance with federal and state law used in calculation of statutory overtime and 8/80 overtime.

9.1.4 Shift Differential. A fixed amount paid in addition to the employee's base rate of pay for actual hours worked during certain designated hours. Hours are designated into three shifts: First Shift (0700-1500); Second Shift (1500-2300); Third Shift (2300-0700). Where the majority of regularly scheduled hours worked, in the periods designated as second and third shift, employees will be paid shift differential for all hours worked during their shift. Where an equal number of hours are worked on between two shifts the employee shall receive the higher shift differential.

9.1.5 Scheduled Standby. A standby shift that is scheduled outside of the employee's scheduled work hours during which the employee is available for a call in to work. SRH may place employees who have a temporary reduction in hours on scheduled standby. Standby hours do not count toward benefit hour eligibility.

9.1.6 Scheduled Standby Call-Back. Scheduled Standby Call-In occurs when an employee who is on scheduled stand-by is called into work

9.1.7 Unscheduled Call In. Unscheduled Call -in occurs when an employee who is not scheduled to work and is not on scheduled standby is called into work

9.1.8 Premium Pay. Additional compensation paid on an hourly or flat rate.

9.1.9 Time/Pyramiding Restrictions. There shall be no pyramiding or duplication of overtime pay and/or premium compensation paid at the rate of time and one-half (1 1/2) or greater. If an employee qualifies for two or more overtime and/or premium compensations for the same hours worked, the employee shall receive the highest overtime and/or premium compensation for which the employee is entitled.

## 9.2 Full and Part Time Base Wages

9.2.1 Current Employees. All current employees employed as of the date of ratification of this Agreement will be placed at that wage rate on the Appendix B Wage Scale as provided for under Memorandum of Understanding Two– *Wage Scale Transition Process*. New pay rates will be effective the first full pay period after ratification by both parties.

9.2.2 Nothing in this Agreement prohibits the Employer, at its sole discretion, from increasing wages for all employees in a job title.

9.2.3 Longevity Increases: Employees shall receive longevity increases upon accumulation of 1872 regular, overtime, premium, call-back, PTO hours used, EIB hours used, jury duty, bereavement leave, voluntary and mandatory TRH hours. The 1872 paid hours calculation will start the first full pay period after ratification by both Parties.

9.2.3.1 Transfer Wage Placement. Wage placement of Transfers in a new Job Title will follow the same process as for placement of New Hires except that an employee who moves to a lead position from a related job classification will move to the same step on the lead wage scale.

9.2.4 Fixed Base Wage Increases. Employees in a FTE or Per Diem status will receive the following base wage increases:

9.2.4.1 A 1.0 % base wage increase for all Job Titles effective the first full pay period after April 1, 2017 and a 1.0 % wage increase for all Job Titles effective the first full pay period after October 1, 2017.

9.2.4.2 A 2.50 % base wage increase for all Job Titles effective the first full pay period after April 1, 2018.

9.2.4.3 Those employees whose base wage exceeds the highest step on the wage scale as of October 1, 2017 will receive a 1% base wage increase the first full pay period after October 1, 2017. Those employees whose base wage exceeds the highest step on the wage scale as of April 1, 2018 will receive a 1% base wage increase the first full pay period after April 1, 2018.

9.2.5 Performance Base Wage Increases. Employees in a FTE or Per Diem status will receive the following base wage increases based on successfully meeting designated performance benchmarks. There are different benchmarks for designated Clinic employees (See Appendix A).

2016 Increases:

1. If SRH's Value Based Purchasing Incentive ("VBP") score received from CMS in November 2016 results in a full incentive payment to SRH, employees will receive a 0.5% base wage increase effective the first full pay period in January 2017.

2017 Increases:

1. Designated Clinic employees will receive an additional 0.5 % base wage increase effective the first full pay period after October 31, 2017 if there is at least a 0.5% increase over the January 2016 CGCAHPS percentage score for *Recommend This Provider Office*.
2. Employees (non-Clinic) will receive an additional 0.5 % base wage increase effective the first full pay period after October 31, 2017 if there is at least a 0.5% increase over the January 2016 HCAHPS percentage score for *Recommend the Hospital*.

2018 Increases:

1. Designated Clinic employees will receive an additional 0.5 % base wage increase effective the first full pay period after October 31, 2018 if there is at least a total 1% increase over the January 2017 CGCAHPS percentage score for *Recommend This Provider Office*
2. Employees (non-Clinic) will receive an additional 0.5 % base wage increase effective the first full pay period after October 31, 2018 if there is at least a total 1% increase over the January 2017 HCAHPS percentage score for *Recommend the Hospital*.

9.2.6 Lead Pay Positions added to the Bargaining Unit. Any Lead Job Title that is added to the bargaining unit during the term of this Agreement shall be paid \$1.25 an hour above the Job Title within the same discipline.

9.2.7 Each time any additional wage scale increase is made in accordance with Article 9.2.4 and Article 9.2.5 the Employer will post the revised Wage Scale.

9.2.8 New Hire Wage Placement. New Hires will be hired on the most current wage scale at a step number that corresponds with the number of complete full years of the new hire's level of recent years of experience. For new hires, recent years of credited experience shall be defined as recent and relevant experience as determined in sole opinion of SRH. For current employees years of credited experience is equal to the current employee's step level on the Wage Scale.

9.2.8.1 Except as provided in 9.2.8.2, if a new employee is hired into a wage rate which is greater than the wage rate of any current employee with the same or greater credited experience in the Job Title, the Union shall be notified within ten (10) days after the employee is hired of the reason for the higher pay. After notification to the Union by the next full pay period after the new hire begins work, the wage scale for the entire job classification will be adjusted to reflect the placement for the new hire (e.g. if new hire should be on step 4 according to 9.2.8, but is hired in at step eight,



then that wage step (step 8) becomes the new step 4, and all other employees wage steps in that job classification will be adjusted on the wage step scale according to the current step scale percentage between steps).

9.2.8.2. To address errors, the Employer shall have thirty days (30) after notice by an Employee or the Union of an alleged placement of a new hire at a wage rate greater than that of a current employee(s) with the same or greater credited experience in the Job Title to adjust the new hire's wage rate in accordance with 9.2.8.1 rather than adjust the entire wage scale. If the Employer takes this action, the current employee(s) will be paid as back pay the difference between the new hire's wage rate and the current employee's(s') wage rate for the period of time from the date the new hire began to work to the new hire to the new hire's adjustment. Such adjustments will not be subject to the grievance process by either the new hire or the current employee.

9.2.8.3 Wage placement of Transfers in a new Job Title will follow the same process as for placement of New Hires except that an employee who moves to a lead position from a related job classification will move to the same step on the lead wage scale.

9.3 Per Diem Compensation. Per Diem Employees are not eligible for medical, dental, long term disability, life insurance and retirement plan benefits and do not accrue PTO or EIB. Per Diem employees do receive Shift Differential (Article 9.5), Scheduled Standby Pay (Article 9.6), Scheduled Stand-by-Call-Back Pay (Article 9.7), Work on Holidays (9.9.1) and Weekend Premium (Article 9.9.2). Per Diem employees are paid a 10% wage differential for actual hours work.

9.4 Wage Premium in Lieu of Benefits for FTE Employees. In lieu of PTO, EIB, Life, Long Term Disability, Accidental Death and Dismemberment and Dental insurance benefits, full-time and part-time employees may elect a ten percent wage premium. Premium paid employees shall accrue seniority but shall not be eligible for the above-listed benefits. This election must occur as designated below. Benefits may only be waived, if the employee presents SRH with written evidence that the employee is covered by health insurance elsewhere, and providing the application for enrollment is approved by the insurance carrier. Premium In Lieu of Benefits employees may be required to participate in certain benefits at their own expense if there is a plan requirement that all eligible employees participate (.8 FTE for Life and .6 FTE for LTD Insurance).

9.4.1 This election must occur within (10) ten days after ratification of this Agreement to be effective with the first full pay period following ratification, or (2) annually during open enrollment to be effective the first full pay period of the following year. After the decision to receive compensation plus benefits or compensation plus premium pay in lieu of benefits has been made by the employee, no change in that compensation status will be allowed until the next open enrollment period.

9.5 Shift Differential. Second Shift (1500-2300) - \$2.25/hour; Third Shift (2300-0700) -\$3.25/hour

9.6 Scheduled Standby Pay. An employee will be paid \$3.00/hour for the scheduled standby shift.

9.7 Scheduled Standby Call-Back Pay. If an employee is called back from standby to work, the employee will be paid at one and one-half times the employee's normal rate of pay. Employees called back shall be paid a minimum of two hours or the actual number of consecutive hours worked, whichever is greater. Employees cannot receive call-back pay for more than two hours within any two hours period of time.

9.8 Unscheduled Call-In Pay. An employee will be paid at the employee's normal rate of pay for unscheduled call-in (all time actual worked is included in the statutory overtime). Employees called in shall be paid a minimum of two hours or the actual number of consecutive hours worked, whichever is greater.

9.9 Premium Pay.

9.9.1 Work on Holidays. Employees required to work on the following holidays shall be paid at the rate of one and one-half (1 1/2) times the employee's normal rate of pay: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. Designated holiday hours are from 11:00 p.m. on the eve of the holiday through 11:00 p.m. the evening of the holiday.

9.9.2 Weekend Premium. A premium of \$1.25 per hour shall be paid to full and part time and Per Diem employees for all hours actually worked between 11:00 p.m. Friday through 11:00 p.m. Sunday beginning the first full pay period after ratification by both Parties and a premium of \$1.50 per hour beginning the first full pay period after April 1, 2017.

9.9.3 Work on Regularly Scheduled Weekend Off Premium. If an employee is required by SRH to work on a regularly scheduled weekend off the employee will receive one and ½ times their normal rate of pay for all hours actually worked. This premium does not apply to employees who volunteer to work or work as a result of trades between employees.

9.9.4 Work After Shift Premium. Employees will receive two times their normal rate of pay for all consecutive hours after worked after 3 or more hours beyond their regularly scheduled shift except that employees regularly scheduled to work a 12 hour shift will receive two times their normal rate of pay after 13 consecutive hours of work. This premium does not apply to employees who are on scheduled standby.

9.9.5 Relief Lead Premium. When an employee in a Lead Job Title is absent, SRH may assign an employee to work as the Lead during that shift. Employees assigned to work as a Lead will be paid a premium of \$1.00 an hour for hours actually worked.

9.9.6 Rest Between Shift. In scheduling work assignments, the Employer will make a good faith effort to provide each employee working an eight hour shift with at least twelve (12) hours off duty between shifts, and at least ten (10) hours off duty between shifts for employees working ten hour or twelve hour shifts. In the event an employee is required to work (other than due to standby, callback, education, committee meetings, or staff meetings) with less than the rest between shifts outlined above, all time worked during the rest period shall be paid at time and one-half.

9.10 Report Pay. Employees who report for work as scheduled and are release from duty by SRH for reasons other than discipline shall receive a minimum of four (4) hours' work for 4 hours of pay or for the scheduled number of hours for the shift, whichever is less. Should SHR make a bona fide attempt to notify the employee of a cancellation of shift and be unsuccessful in doing so, this provision shall not apply.

9.11 Telephone Calls. When called by a supervisor over the telephone when the employee is off work the employee will receive a minimum guarantee of 15 minutes at one and ½ times the employee's base rate of pay. To receive such pay employees must submit required time-keeping documentation.

9.12 Statutory Overtime. Compensation paid at (1) one-and-one-half times the employee's regular rate of pay in accordance with federal and state law for actual hours worked in excess of the 40 hours in the work week period or (2) one-and-one-half times the employee's regular rate of pay in accordance with federal and state law for actual hours worked in excess eight hours in the work day or in excess of 80 hours in the 8/80 work week period.

## ARTICLE 10 BENEFIT PLANS

### 10.1 Health Insurance.

10.1.1 SRH shall continue to provide at least the same number of health insurance plans covering medical, and dental coverage options through the Public Employee's Benefits Board (PEBB) except if PEBB reduces the number of plans available to SRH. Changes in plan design imposed by Public Employee's Benefits Board (PEBB) or the Health Care Authority shall not trigger a duty to bargain. SRH reserves the right terminate current plans within PEBB and to substitute a different health insurance plan. In such circumstance SRH will notify the Union in writing at least 90 days before the proposed open enrollment period, and upon request by the Union, meet and bargain over the change to a new plan(s). If the Union does not request to meet and/or does not schedule a meeting with SRH within 30 days of the written notice, the Union will waive the right to bargain.

10.1.2 Participation in the health insurance program shall be subject to specific plan eligibility requirements. SRH will provide these eligibility requirements to the Union annually prior to open enrollment. Eligible full-time and part-time employees who are regularly scheduled to work twenty (20) hours or more per week shall be covered under a SRH group medical and dental insurance program.

10.1.3 For the life of this Agreement, SRH shall provide a specific amount of Benefit Dollars to each eligible employee to be applied by the employee toward the employee's choice of health and dental insurance. SRH will provide not less than the minimum dollars required to pay the full premium costs of the lowest cost dental and health plan offered by SRH for each employee regularly scheduled to work twenty-four (24) hours a week or more (.6 FTE status or more).

10.1.4 As for other eligible part-time employees, SRH shall pay one-half (1/2) the full-time employee rate and the employee shall pay the other one-half (1/2) through payroll deduction. SRH's obligation and liability shall be limited to paying the premium costs.

10.1.5 All dependent coverage costs must be borne by the employee.

10.2 LTD Insurance. SRH shall pay 100% of the premium for the basic Long Term Disability coverage for each employee regularly scheduled to work twenty-four hours per week or more (.6 FTE). Subject to plan eligibility requirements, eligible employees may elect to purchase greater LTD coverage at the employee's expense.

10.3 Retirement Plan. The retirement plan(s) in effect at the time of ratification of this Agreement shall continue to be provided for all bargaining unit members. The SRH percent of contribution under these plans shall not be reduced for bargaining unit members during the term of this Agreement.

ARTICLE 11 PAID TIME OFF and EIB

11.1 PTO Eligibility. Full-time and part-time employees shall accrue PTO benefits based on eligible hours of work, depending on completed years of service up to the maximum yearly accrual in accordance with the Accrual Schedule. PTO does not accrue beyond the Maximum Annual Accrual and Maximum PTO Balance amounts. Per Diem employees or those employees who have elected “pay-in-lieu” of benefits are not eligible for PTO accrual.

11.2 PTO Eligible Hours. Eligible hours of work for accrual purposes include all hours actually worked, temporary reduction of hours, and paid hours except for hours on stand-by.

11.3 PTO Accrual Matrix.

A year of service is defined as 1664 hours or 12 consecutive calendar months, whichever comes last.

PTO Accrual Matrix						
Yrs of Service	(6) Holiday	(2) Personal	(5) UPTO	HRS Vac	PTO HRS	Per Hr
E00	48	16	40	80	184	0.0885
E01	48	16	40	80	184	0.0885
E02	48	16	40	80	184	0.0885
E03	48	16	40	80	184	0.0885
E04	48	16	40	80	184	0.0885
E05	48	16	40	120	224	0.1077
E06	48	16	40	120	224	0.1077
E07	48	16	40	120	224	0.1077
E08	48	16	40	120	224	0.1077
E09	48	16	40	120	224	0.1077
E10+	48	16	40	160	264	0.1269

11.4 Use of PTO. Upon employment, full- and part-time employees may use accrued PTO in increments not to exceed their scheduled shift, for all time off for vacation or personal leave and, at the employee’s option, for low census hours or temporary reduction in hours and for the first sixteen (16) hours of unscheduled absence due a employee’s illness, injury or disability, or to care for the employee’s minor dependents (or adult child, incapable of self-care because of mental or physical disability) health condition requiring treatment or supervision, or to care for the serious or emergent health condition of the employee’s spouse, domestic partner, parent, grandparent or parent-in-law. Unscheduled use of PTO will be tracked and subject to the employer’s absenteeism and lateness control policies. PTO use may be required during Family and Medical Leaves if the employee is not eligible to use Extended Illness Benefits.

11.5 PTO Payment Upon Termination. After completion of 365 days of employment, an employee who has not been terminated for just cause will be paid upon termination of employment for any accrued but unused PTO unless the Employee fails to provide the SRH with the required prior written notice of intended resignation. PTO upon termination will be paid out at the employee’s base rate of pay at the time of termination.

11.6 Unscheduled Use of PTO. Unscheduled use of PTO will be tracked and will be subject to corrective action for absenteeism and lateness in accordance with those applicable provisions of federal and state related family and medical leave restrictions.

11.7 PTO and Per Diem Status. Full time or part time employees whose statuses change to Per Diem are not eligible to accumulate hours in their PTO bank. The hours accumulated at the time of reclassification will be frozen. If the employee returns to full-time or part time status, the previously accumulated hours will be reinstated.

11.8 Extended Illness Bank (EIB) Accumulation. A full time (1.0 FTE) Employee shall accumulate EIB benefits at the rate of 4.666667 hours of EIB for every 173.33 hours worked per month on each hour worked, including low census and overtime hours, up to a maximum accrual of 56 hours per year. Regular part-time employees accumulate hours on a prorated basis calculated on the number of hours worked in the pay period. EIB hours may be accumulated up to a maximum accumulation of 720 hours. EIB accrued beyond 720 hours shall be converted to cash on an annual basis at the rate of thirty percent (30%) of the excess accrued. Upon termination of employment, employees will not be paid for EIB hours accumulated but not used.

11.9 Use of EIB. EIB may be accessed after 16 consecutive scheduled hours due to:

- a) employee's illness or injury;
- b) to care for his/her minor dependent(s) under the age 18 who has a health condition that requires treatment or supervision;
- c) to care for a seriously ill spouse, parent, grandparent or adult child incapable of self-care (if the employee has been approved for a leave under the Family Medical Leave Act, or requests time off in accordance with the Washington State Family Care Act).

11.9.1 EIB hours may be accessed immediately on the first day of hospitalization (either the employee's or his/her child's) when documentation is provided.

11.10 Payment from EIB. EIB payment may begin the first sixteen hours for a temporary disability (e.g., pregnancy, surgery) upon receipt of a statement form the Health Care Provider outlining the reasons and the prognosis for return to work.

11.10.1 Payment will continue for the length of the term certified by a health care provider or until the EIB balance is exhausted, whichever is sooner.

11.10.2 EIB hours are paid at the employee's base rate of pay plus any applicable second or third shift differential.

11.11 EIB and Per Diem Status. Full time or part time employees whose statuses change to Per Diem are not eligible to accumulate hours in their EIB. The hours accumulated at the time of reclassification will be frozen. If the employee returns to full-time or part time status, the previously accumulated hours will be reinstated.

11.12 EIB and Worker's Compensation. In any case in which an employee shall be entitled to benefits or payments under the Industrial Insurance Act or similar legislation, the SRH shall pay only the difference between the benefits and payments received under such Act by such employee and the employee's regular EIB benefits otherwise payable.

## ARTICLE 12 LEAVES OF ABSENCES

12.1 Definitions. A leave of absence is a period of time during which an employee temporarily leaves the employment of SRH with the intention of resuming employment on a specified date. All leaves of absence in this Article will be administered in accordance with applicable and current federal or current state law or SRH policy and as they may be amended or modified.

12.1.1 The rate of pay and benefits accrued at the time of taking a leave of absence are regained by the employee upon return, unless specified otherwise in this Agreement.

12.1.2 All leaves in this Article will run concurrently with any paid time, unpaid time, FMLA or Washington State leave law unless prohibited under federal or state law.

12.1.3 When applicable, eligibility for leaves is calculated on a rolling backward 12 month calendar.

12.1.4 Employees are required to use all applicable accrued PTO/EIB (at a rate consistent with their FTE) on any leave of absence unless specified otherwise in this Agreement.

12.1.5 Once paid leave is exhausted, employees desiring to continue group medical and dental benefits through SRH will be responsible for self-payment in accordance with applicable federal and state law. Continuation of any other group insurance benefits will depend upon the employee exercising the terms of any individual conversion privileges in the other insurance policy.

12.2 Federal and State Leave Laws. Employees are covered by the following federal and state laws as amended which include but are not limited to the following:

- Family Medical Leave Act (FMLA)
- Military Family Related FMLA Leave
- Washington Family Leave Act (FLA)
- Washington Family Care Act
- Washington Leave for Victims of Domestic Violence, Sexual Assault & Stalking
- Washington Leave for Spouses of Deployed Military
- Washington Pregnancy Disability Leave
- USSERRA – Military Leave Provision

SRH will provide notice to employees as required by law with reference to any federal or state leave law.

12.3 Leave Request. Leaves of absence without pay are to be requested from SRH, in writing, as far in advance as possible, stating the reason for the leave and the amount of time requested or as otherwise provided for under applicable federal or state law.

12.4 Jury Duty. Regular full-time and part-time employees who are called to serve on jury duty shall be compensated by SRH for the difference between their jury duty pay and their base rate of pay plus any applicable shift differential. An employee released from work for jury duty, will be required to contact SRH upon being relieved of jury duty responsibilities for the remainder of a day and may be required to report for work for the remainder of his/her scheduled shift provided that the combined jury duty and work does not exceed the employee's scheduled shift.

12.5 Personal Leave. Employees are eligible to request a Personal Leave of absence after one (1) year of continuous employment. Personal Leaves of absence will be considered in those situations where an employee is ineligible for or has exhausted paid leave or mandated federal or state leave period.

12.5.1 The granting, terms, and duration of each Personal Leave of Absence will be determined by SRH on a case-by-case basis. The denial of a request for a Personal Leave of Absence shall not be subject to the arbitration process.

12.5.2 Personal Leaves of Absence will not exceed 90 days. If the leave is for more than 30 days, the employee's job will not be held however the employee will be considered an internal candidate for 60 days after the end of the designated leave period for positions which he/she is qualified. If the employee is offered a position which the employee does not accept or the 60 day period elapses whichever occurs first, the employee will be automatically terminated from employment.

12.6 Bereavement Leave. Up to seven (7) consecutive work days shall be allowed for the death in the immediate family of the employee. Upon request with explanation by the employee, the seven days need not be consecutive. Immediate family shall be defined as grandparent, parent, spouse, domestic partner, brother, sister, child, grandchild, stepparent, stepchild, stepbrother, stepsister, or the in-law equivalent of parent, brother or sister. Any days scheduled to be worked during the time taken off for bereavement will be paid at the regular rate of pay.

12.7 Professional Development Leave. Effective January 1, 2017, regularly scheduled employees who have been employed for at least one year and who hold an FTE of 0.5 or greater and who occupy positions for which CEUs are required by a regulatory agency are allowed paid educational leave time of up to 16 hours per calendar year or the monetary equivalent to be reimbursed upon receipt and verification of CEU completion. Such leave time must be pre-approved by the employee's manager and will be subject to the Employer's scheduling needs on the employee's unit. Unused educational time may not be carried over from one calendar year to the next. Professional Development leave will be paid at the employee's base rate of pay. Hours spent participating in voluntary professional development will not be counted as hours worked for purposes of calculating overtime.

## ARTICLE 13 GRIEVANCE PROCEDURE

13.1 Grievance Defined. A grievance is defined as an alleged violation of an express term of this Agreement. If such grievance arises, it shall be submitted by an employee in accordance with the procedures set forth below. At any step in the grievance process a representative from HR and the Union may be present. Verbal counseling may not be grieved.

13.1.1 Grievances at any step and requests for arbitration must be submitted to the Human Resources ("HR") Department in person or via facsimile to the HR Department. Grievances, requests to advance a grievance or requests for arbitration may not be submitted in email form.

13.2 Time Limits.

13.2.1 All Time limits set forth in the following steps refer to calendar days and may only be extended by mutual written consent of SRH and the Union. The end of the day for timely filing of a grievance or moving to subsequent steps or to arbitration will be 5:00 p.m. A time limit which ends on a Saturday, Sunday or a holiday as designated in this Agreement shall end at 5:00 p.m. on the next following non-weekend or holiday day.

13.2.2 Failure of an employee to file a grievance as designated on a timely basis or to timely advance a grievance (including to arbitration) in accordance with the time limits set forth below will constitute withdrawal of the grievance. Failure of SRH to comply with the time limits set forth below shall result in the grievance being automatically moved to the next step through Step 2 without any specific request from the employee as provided for below.

13.3 Informal Resolution. Except in cases of a final written warning, suspension or termination, which shall be initiated directly at Step 1, the employee shall first attempt to resolve the problem with the employee's immediate Supervisor/Practice Manager within 14 days of the date that the employee knew or should have known that a grievance exists. It is the desire of the parties to this Agreement that concerns be discussed and addressed informally wherever possible and at the first level of supervision. If the discussion does not resolve the issue and the employee believes a grievance exists then the following process shall be used.

13.4 Grievance/Arbitration Process.

Step 1 - Employee and Assistant Administrator/Designee (Clinic) or Director/Designee (Hospital)

If the informal discussion does not resolve the issue and the employee and the Union believes a grievance exists, the employee must submit a written grievance within fourteen (14) days of the date that the employee knew or should have known that a grievance exists (this allows time for the informal resolution process to occur). The written grievance shall include (1) the article(s) of the contract alleged to have been violated, (2) the circumstances under which the problem occurred, including dates and other employees who may have been involved, (3) and the specific remedy(ies) requested, e.g., reinstatement, mitigation of discipline, back pay and (4) must be signed by the employee before the first step grievance meeting. The Assistant Administrator/Designee (Clinic) or Director/Designee (Hospital), aggrieved employee and a Union Representative or Shop Steward shall meet in an attempt to resolve the grievance. The Assistant Administrator (Clinic) or Director (Hospital) shall issue a written reply within fourteen (14) days following the meeting.

Step 2 - Employee and Chief Administrative Officer for the Clinic/Designee or Executive Team Member/Designee (Hospital)

If the grievance is not resolved at Step 1, and it is the employee's and Union's desire to proceed further, then the Union must refer the grievance to Step 2 within fourteen (14) days of receipt of the Step 1 response. The Chief Administrative Officer for the Clinic/Designee or Executive Team Member/Designee (Hospital), aggrieved employee and a Union Representative or Shop Steward shall meet in an attempt to resolve the grievance. The Chief Administrative Officer for the Clinic/Designee or Executive Team Member/Designee (Hospital) shall issue a written reply within fourteen (14) days following the meeting.

Clinic and Hospital Optional Grievance Mediation

After the Step 2 response, SRH and the Union may mutually agree in writing to submit any unresolved grievance to mediation. The fees of the mediator and any costs for a mediation room will be borne equally by both parties. At any time during the mediation process either party, through written notice to the other, can terminate the mediation process. If the mediation is terminated the Union has fourteen (14) days to refer the matter to Arbitration from the date of termination of the mediation.



### Step 3 - Arbitration

1. If the grievance is not settled on the basis of the foregoing procedures, the Union must submit the request for arbitration within fourteen (14) days after receipt of the Step 2 decision of the Chief Administrative Officer for the Clinic/Designee/Executive Team Member/Designee (Hospital) or termination of grievance mediation. After notification that the dispute is submitted for arbitration, SRH and the Union will attempt to agree on an arbitrator. If SRH and the Union fail to agree on an arbitrator within fourteen (14) or mutually agreed otherwise, a list of nine arbitrators who are attorneys with practice addresses within Oregon or Washington will be requested from the Federal Mediation and Conciliation Service ("FMCS"). The parties will choose and set a date for arbitration within 15 days of receipt of the FMCS list. The parties shall alternate in striking a name from the list until one (1) name remains. A toss of the coin will choose who goes first. The person whose name remains shall be the arbitrator.

2. The arbitrator's decision shall be final and binding on all parties, subject to the following terms and conditions. The arbitrator shall have no authority to add to, subtract from, or otherwise change or modify the provisions of this Agreement, but shall be authorized only to interpret existing provisions of this Agreement as they may apply to specific facts of the issue in dispute. Any dismissal by the arbitrator, whether on the merits or on procedural grounds, shall bar any further arbitration. The arbitrator may not award punitive damages.

3. Each party shall bear one-half (1/2) of the fee of the arbitrator and any other expenses jointly incurred by mutual consent incident to the arbitration hearing. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expenses or pay for expenses associated with witnesses called by the other party or for the other party's attorney's fees.

### ARTICLE 14 LABOR MANAGEMENT COMMITTEE

14.1 SRH and the Union agree to establish a joint labor management committee ("Committee"). The goal of the Committee is to provide a vehicle for collaborative problem solving so that issues of mutual concern to either the Union or SRH can be addressed on an ongoing basis during the term of the agreement. This Committee shall be advisory only.

14.2 The following topics are appropriate for discussion and inclusion on the agenda by either party: Employment records; Payroll Records; Timekeeping; Paycheck errors; Employee facilities; SRH new or changed policies; Employee orientation; Position Status Reviews; Staffing Concerns; Consecutive Work Days; Split Shifts, Job Descriptions ( Content of Job Descriptions are not bargainable).

14.3 SRH may not retaliate against an employee for the employee's participation in the Labor Management Committee and may not retaliate against any employee for bringing staffing concerns to the Labor Management Committee through their representatives on the Labor Management Committee.

14.4 The composition of the committee may vary, depending on the issues and mutual agreement. The Union and SRH will each appoint a core of no more than four representatives ("designated core representatives"). One of SRH representatives will be from Human Resources. The Union may have one of its staff members as a member of this committee, but such staff member shall have no more authority than the other members who

are employees/union members. Yearly, in January, two Co-Chairs chosen from the designated core representatives, one from management and one from the Union will be designated in writing by each party. The agenda will be jointly developed by the Co-Chairs for scheduled meetings.

14.5 Unless mutually agreed upon otherwise, the Committee shall meet no more frequently than every other month for no more than 1 ½ hours. The four employees designated as core representatives will be compensated at their normal rate of pay for actual attendance at each meeting for up to 1 ½ hours.

#### ARTICLE 15 GENERAL PROVISIONS

15.1 State and Federal Laws. This Agreement shall be subject to all present and future applicable and valid federal and state laws, executive orders of the President of the United States or the Governor of the State of Washington, and rules and regulations of governmental authority. Should any provision or provisions of this Agreement become unlawful by virtue of the above or by declaration of any court of competent jurisdiction, such action shall not invalidate the entire Agreement. Any provisions of this Agreement not declared invalid shall remain in full force and effect for the terms of this Agreement. If any provision is held invalid, SRH and the Union shall enter into the immediate negotiations for the purpose, and solely for the purpose, of arriving at a mutually satisfactory replacement for such provision.

15.2 Complete Agreement. The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, SRH and Union, for the term of this Agreement each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter not specifically discussed during negotiations or covered in this Agreement, whether or not such subject or matter may have been within the knowledge or contemplation of either or both of the parties. The parties further agree, however, that this Agreement may be amended by the mutual consent of the parties in writing at any time during its term.

15.3 No Strike or Lockout. It is agreed that during the term of this Agreement (a) SRH shall not lock out its employees and (b) neither the employees nor their agents or other representatives shall, directly or indirectly, authorize, assist, encourage or participate in any way in any strike, including any sympathy strike, picketing, walkout, slowdown, boycott or any other labor organizations' picket line.


ARTICLE 16 TERM OF AGREEMENT

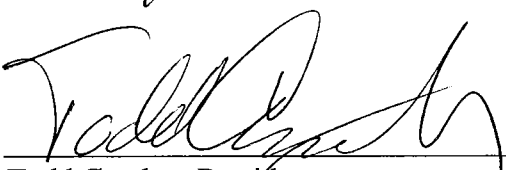
This Agreement shall be in effect from ratification by both the Union and the Board of Commissioners and shall continue in full force and effect through and including March 31, 2019. Should either party decide to modify or terminate this Agreement on the expiration date, it shall serve written notice on the other party no more than one hundred twenty (120) and no less than ninety (90) days prior to the date of expiration. The parties agree to schedule the first bargaining session at least 45 days before termination of the Agreement unless mutually agreed otherwise.

IN WITNESS WHEREOF, the, parties hereto have executed this Agreement as follows:  
 SKAGIT REGIONAL HEALTH UNITED FOOD AND COMMERCIAL  
 WORKERS, LOCAL 21

ON: 10/5/16

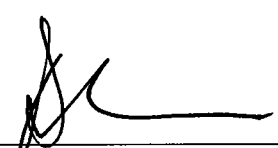
ON: 9/23/16

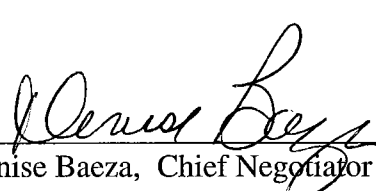
BY:   
 Michael T. Liepman, Chief Executive Officer

BY:   
 Todd Crosby, President

ON: October 3, 2016

ON: September 12, 2016

BY:   
 Deborah Martin, Regional Vice President  
 of Human Resources

BY:   
 Denise Baeza, Chief Negotiator

## APPENDIX A – JOB TITLES

1. Accounting Clerk
2. Accounts Receivable/Cashier\*
3. Administrative Assistant\*
4. Anesthesia Assistant
5. Appeal Analyst/Clinic\*
6. Bone Densitometry Technician
7. Buyer
8. Buyer Senior
9. Buyer/OR
10. Buyer/Pharmacy
11. Cancer Registrar
12. Cancer Registrar (Non-Certified)
13. Cardiac Electrophysiology Specialist
14. Cardiac Electrophysiology Specialist Registered
15. Cardiac Electrophysiology Specialist Registered Lead
16. Cardiac Rehabilitation Specialist
17. Cardiology Technician\*
18. Cardiology Technician Coordinator\*
19. Cardiovascular Invasive Specialist Certified
20. Cardiovascular Invasive Specialist Certified \ Lead
21. Case Management Assistant
22. Certified Coder Inpatient/Hospital
23. Certified Coder Outpatient/Hospital
24. Certified Coder/Clinic\*
25. Charge Capture Specialist/Dialysis
26. Charge Capture Specialist/Materials Management
27. Charge Capture Specialist/Oncology
28. Clerical Assistant\*
29. C.N.A.
30. Coding Assistant\*
31. Cook
32. Copy Center Technician
33. Credit Balance/Cashier\*
34. CS Technician
35. CS Technician/Float
36. CT Simulation Technologist
37. CT Technologist
38. CT Technologist Lead
39. CVL Technologist
40. Data Processor/Clinic\*
41. Diagnostic Imaging Aide
42. Diagnostic Imaging Clerk
43. Diagnostic Scheduler
44. Dialysis Equipment Technician
45. Dialysis Patient Program Coordinator
46. Dialysis Technician

47. Dialysis Technician Coordinator
48. Dispensing Optician
49. Dispensing Optician Apprentice
50. Document Control Specialist/Clinic\*
51. Dosimetrist
52. ECG Technician
53. Echocardiographer
54. Echocardiographer Lead
55. ED Technician
56. EDI Specialist/Clinic\*
57. EEG Technician
58. Endoscopy Technician\*
59. Endoscopy Technician/Certified\*
60. Environmental Services Lead
61. Environmental Services Technician
62. Environmental Services Technician/OR
63. Environmental Services Technician/Projects
64. Food Service Lead
65. Food Service Worker
66. Food Service/Cashier
67. Grill Cook
68. Health Education Assistant
69. Health Information Technician
70. HIM Coder Assistant
71. HIM Lead/Clinic\*
72. HIM Lead/Hospital
73. HIM Release of Information Specialist
74. HIM Specialist I/Clinic\*
75. HIM Specialist II/Clinic\*
76. HIM Specialist II/Hospital
77. HIM Specialist II/Urology\*
78. HIM Specialist III/Clinic\*
79. HIM Specialist III/Hospital
80. HIM Transcription
81. HIM Transcription Systems Coordinator
82. Hyperbaric Technician
83. Implant Coordinator
84. Insurance Authorization Specialist
85. Insurance Billing System Analyst
86. Insurance Billing Follow-Up Specialist – Clinic\*
87. Insurance Billing Follow-Up Specialist – Hospital
88. Insurance Billing Follow-Up Specialist Lead\*
89. Interpreter
90. Interpreter Services Scheduler
91. Inventory Control Specialist
92. Language Translator
93. Mailroom Technician
94. Maintenance Engineer
95. Maintenance Engineer Lead
96. Maintenance Technician

97. Materials Management Analyst
98. Materials Management Assistant
99. Medical Assistant\*
100. Medical Assistant / Cardiology
101. Medical Assistant / Dermatology\*
102. Medical Assistant / Orthopedic\*
103. Medical Assistant/Urology\*
104. Medical Assistant II\*
105. Medical Receptionist I\*
106. Medical Receptionist II\*
107. Medical Receptionist II Lead\*
108. Mental Health Assistant
109. Monitor Technician
110. MRI Technologist
111. MRI Technologist Lead
112. MSW /Case Management
113. MSW / Hospice
114. MSW /Kidney Dialysis
115. MSW /Oncology
116. MSW / Palliative Medicine
117. Nuclear Medicine Technologist
118. Nuclear Medicine Technologist Lead
119. Nutrition Aide
120. Office Assistant/Hospice
121. Office Assistant/Patient Accounting – Hospital
122. Optometric Technician
123. OR Assistant I
124. OR Assistant II
125. Orthopedic Technician\*
126. Painter
127. Patient Access Lead
128. Patient Access System Coordinator
129. Patient Accounts Representative
130. Patient Accounts Representative Lead
131. Patient Companion
132. Patient Portal Service Representative
133. Patient Registration Specialist I
134. Patient Registration Specialist II
135. Patient Registration Specialist/Hospice
136. Patient Services Coordinator
137. Patient Services Representative
138. Patient Services Secretary
139. Patient Services Secretary Lead
140. Performance Improvement Assistant
141. Pharmacy Assistant\*
142. Pharmacy Technician/Clinic\*
143. Pharmacy Technician/Clinic Lead\*
144. Pharmacy Technician/Hospital
145. Physical Therapy Assistant
146. Polysomnographic Technologist Registered

147. Prep Cook
148. Pulmonary Rehabilitation Specialist
149. Radiation Therapist Unlicensed
150. Radiation Therapist
151. Radiation Therapist Lead
152. Radiologic Technician
153. Radiologic Technologist\*
154. Radiologic Technologist Lead\*
155. Reprographic Technician
156. Respiratory Therapist/Certified
157. Respiratory Therapist/Registered
158. Respiratory Therapist/Registered Eligible
159. Security Officer
160. SPD Technician
161. SPD Technician/Certified
162. Surgery Schedule Coordinator
163. Surgery Scheduler/Clinic\*
164. Surgery Scheduler/Hospital
165. Surgery Scheduler/Urology\*
166. Surgical Technician
167. Surgical Technician OB
168. Switchboard Operator
169. Switchboard Receptionist
170. Trauma Coordinator Assistant
171. Ultrasonographer
172. Ultrasonographer Lead
173. Unit Assistant I
174. Unit Assistant II
175. Utilization Specialist
176. Volunteer Coordinator
177. Warehouse Receiving Technician
178. Warehouse Receiving Technician Lead
179. Wound Program Lead
180. Wound Technician

\* Denotes Job Title that will be considered as part of the Clinic System for purposes of determining Performance Based Wage Increases as specified under Article 9.2.5

APPENDIX B – WAGE SCALE

**[2016 WAGE SCALE Attached to last pages of this document]**

In accordance with section 9.2.7 each time any additional wage scale increase is made in accordance with Article 9.2.4 and 9.2.5 the Employer will post the revised Wage Scale.

Due to the number of job classes and wage scales please note:

Group A: 0-10, 11-21 and 22-30

Group B: 0-10, 11-21 and 22-30

Group C: 0-10, 11-21 and 22-30

*Please look for your job class to clarify what grouping your wages are for the steps 0-30.*



APPENDIX C – JOB GROUPS FOR BUMPING

*If a Job Title is not Listed, It is a Stand Alone Title and not within a Job Group for Bumping Purposes*

CATEGORY A

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Patient Accounts Representative Lead	Can bump within Job Title and then bump down
	Patient Accounts Representative	Can bump within Job Title
Group 2	Accounts Receivable/Cashier	Can bump within Job Title and then bump down
	Credit Balance Cashier	Can bump within Job Title
Group 3	Insurance Billing System Analyst	Can bump within Job Title and then bump down
	Insurance Billing Follow-Up Specialist	Can bump within Job Title

CATEGORY B

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	CNA	Can bump within Job Title and then bump down
	Patient Companion	Can bump within Job Title

CATEGORY C

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	CT Technologist Lead	Can bump within Job Title and then bump down to CT Tech
	CT Simulation Technologist	Can bump within Job Title and then bump down to Radiologic Technologist
	CT Technologist	Can bump within Job Title and then bump down to Radiologic Technologist
Group 2	Echocardiographer Lead	Can bump within Job Title and then bump down
	Echocardiographer	Can bump within Job Title
Group 3	Radiologic Technologist Lead	Can bump within Job Title and then bump down
	Radiologic Technologist	Can bump within Job Title
Group 4	MRI Technologist Lead	Can bump within Job Title and then bump down
	MRI Technologist	Can bump within Job Title and then can bump down to the Radiologic Technologist Job Title.
Group 5	Nuclear Medicine Technologist	Can bump within Job Title and then bump down

	Lead	
	Nuclear Medicine Technologist	Can bump within Job Title
Group 6	Ultrasonographer Lead	Can bump within Job Title and then bump down
	Ultrasonographer	Can bump within Job Title
Group 7	Registered Cardiac Electrophysiology Specialist Lead	Can bump within Job Title and then bump down
	Cardiovascular Invasive Specialist Certified Lead	Can bump within Job Title and then bump down to Cardiovascular Invasive Specialist Certified
	Registered Cardiac Electrophysiology Specialist	Can bump within Job Title and then bump down
	Cardiovascular Invasive Specialist Certified	Can bump within Job Title and then can bump down to the Radiologic Technologist Job Title.

CATEGORY D

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Pharmacy Technician Clinic	Can bump to Pharmacy Assistant but not into Pharmacy Technician Hospital
	Pharmacy Technician Hospital	Can bump to Pharmacy Assistant but not into Pharmacy Technician Clinic
	Pharmacy Assistant	Can bump within Job Title

CATEGORY E

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Endoscopy Technician Certified	Can bump within Job Title and then bump down
	Endoscopy Technician	Can bump within Job Title

CATEGORY F

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	HIM Lead/Clinic	Can bump within Job Title and then bump down to Group 2
Group 2	HIM Specialist III/Clinic	Can bump within Job Title and then bump down
	HIM Specialist II/Clinic	Can bump within Job Title and then bump down
	HIM Specialist I/Clinic	Can bump within Job Title
Group 3	HIM Lead/Hospital	Can bump within Job Title and then bump down to Group 4
Group 4	HIM Specialist III/Hospital	Can bump within Job Title and then bump down
	HIM Specialist II/Hospital	Can bump within Job Title

Group 5	Certified Coder Inpatient/Hospital	Can bump within Job Title and then bump down to Group 6 then Group 4 then Group 7
Group 6	Certified Coder Outpatient/Hospital	Can bump within Job Title and then bump down to Group 4 then Group 7
Group 7	HIM Coder Assistant	Can bump within Job Title and then bump down to Group 4
Group 8	HIM – Release of Information Specialist	Can bump within Job Title and then bump down to Group 4 or Group 7
Group 9	HIM Transcription System Coordinator	Can bump within Job Title or down into Group 4

CATEGORY G

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Dialysis Technician Coordinator	Can bump within Job Title and then bump down
	Dialysis Equipment Technician	Can bump within Job Title

CATEGORY H

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	CS Technician/Float	Can bump within Job Title and then bump down
	CS Technician	Can bump within Job Title
Group 2	Material Management Analyst	Can bump within Job Title and then bump down (except cannot bump into Buyer/OR or Buyer/Pharmacy)
	Buyer Senior	Can bump within Job Title and then bump down (except cannot bump into Buyer/OR or Buyer/Pharmacy)
	Buyer/OR	Can bump within Job Title and then bump down (except cannot bump into Buyer/Pharmacy)
	Buyer – Pharmacy	Can bump within Job Title and then bump down (except cannot bump into Buyer/OR)
	Buyer	Can bump within Job Title and then bump down
	Warehouse Receiving Technician Lead	Can bump within Job Title and then bump down
	Warehouse Receiving Technician	Can bump within Job Title and then bump down
	Mailroom Technician	Can bump within Job Title
Group 3	SPD Technician/Certified	Can bump within Job Title and then bump down
	SPD Technician	Can bump within Job Title and then bump down
	Inventory Control Specialist	Can bump within Job Title

CATEGORY I

Job Group	Job Title	EXPLANATORY NOTE
Group 1	Medical Receptionist II Lead	Can bump within Job Title and then bump down
	Medical Receptionist II	Can bump within Job Title and then bump down
	Medical Receptionist I	Can bump within Job Title

CATEGORY J

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Cancer Registrar	Can bump within Job Title and then bump down
	Cancer Registry (Non-Certified)	Can bump within Job Title
Group 2	Radiation Therapist Lead	Can bump within Job Title and then bump down
	Radiation Therapist	Can bump within Job Title
Group 3	Dosimetrist	Can bump within Job Title and bump down to Radiation Therapist Job Title

CATEGORY K

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Patient Access Lead	Can bump within Job Title and then bump down to Registration Specialist II and then Registration Specialist I Job Titles
	Patient Access Systems Coordinator	Can bump within Job Title and then bump down to Registration Specialist II and then Registration Specialist I and then can bump into Diagnostic Scheduler Job Title.
	Patient Registration Specialist II	Can bump within Job Title and then bump down to Patient Registration Specialist I Job Title
	Patient Registration Specialist I	Can bump within Job Title
Group 2	Interpreter	Can bump only within language expertise

CATEGORY L

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Maintenance Engineer Lead	Can bump down to any position within any Job Group 1
	Maintenance Engineer	Can bump within Job Title and then bump down
	Painter	Can bump within Job Title and then bump down
	Maintenance Technician	Can bump within Job Title
Group 2	Environmental Services Lead	Can bump within Job Title and then bump down
	Environmental Services	Can bump within Job Title and bump down to

	Technician/Projects	Services Technician Job Title
	Environmental Services Technician /OR	Can bump within Job Title and bump down to Services Technician Job Title
	Environmental Services Technician	Can bump within Job Title
Group 3	Food Services Lead	Can bump within Job Title and then bump down
	Cook	Can bump within Job Title and then bump down
	Grill Cook	Can bump within Job Title and then bump down
	Prep Cook	Can bump within Job Title and then bump down
	Food Service/Cashier	Can bump within Job Title and then bump down
	Food Service Worker	Can bump within Job Title

CATEGORY M

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Respiratory Therapist/Registered	Can bump within Job Title and then bump down
	Respiratory Therapist/Registered Eligible	Can bump within Job Title and then bump down
	Respiratory Therapists/Certified	Can bump within Job Title

CATEGORY N

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	OR Assistant II	Can bump within Job Title and then bump down
	OR Assistant I	Can bump within Job Title
Group 2	Surgery Schedule Coordinator	Can bump within Job Title and then bump down
	Surgery Scheduler/Hospital	Can bump within Job Title

CATEGORY O

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Unit Assistant II	Can bump within Job Title and then bump down
	Unit Assistant I	Can bump within Job Title

CATEGORY P

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Utilization Specialist	Can bump within Job Title and then bump down
	Case Management Assistant	Can bump within Job Title

CATEGORY Q

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Patient Services Secretary Lead	Can bump within Job Title and then bump down
	Patient Services Secretary	Can bump within Job Title

CATEGORY R

JOB GROUP	JOB TITLE	EXPLANATORY NOTE
Group 1	Medical Assistant II	Can bump within Job Title if there is more than one MA II in MA II designated department and then bump down to Group 2 or Group 3.
Group 2	Medical Assistant (Cardiology)	Can bump within Job Title and then bump down to Group 3
	Medical Assistant (Dermatology)	Can bump within Job Title and then bump down to Group 3
	Medical Assistant (Orthopedics)	Can bump within Job Title and then bump down to Group 3
	Medical Assistant (Urology)	Can bump within Job Title and then bump down to Group 3
Group 3	Medical Assistant	Can bump within Job Title

APPENDIX D – DUES AUTHORIZATION FORM



**Payroll Deduction  
Authorization Form**

**TO: SKAGIT REGIONAL HEALTH PAYROLL DEPT**

Name (Print): \_\_\_\_\_ SSN #: \_\_\_\_\_

Address (Print): \_\_\_\_\_  
City State ZIP

Phone #: \_\_\_\_\_ Home Email Address (optional): \_\_\_\_\_

Hire Date: \_\_\_\_\_ Base Wage Rate: \_\_\_\_\_ Hours/ Week: \_\_\_\_\_

Department: \_\_\_\_\_ Job Title: \_\_\_\_\_

**▪ ASSIGNMENT OF WAGES TO PAY UNION DUES:**

**I assign to UFCW Local 21, out of my wages, the Union's monthly dues in an amount certified by the Union in writing, and I authorize the payment to the Union each month of the amount so deducted.**

I agree to hold the Employer harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of, or by reason of, this assignment agreement. There shall be no obligation on the part of the Employer to make any deduction beyond the original term of the collective bargaining agreement existing at the date of this assignment, unless the agreement is extended or a new agreement has been negotiated containing an authorization for Union dues deductions as provided in the agreement existing at the date of this assignment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**▪ VOLUNTARY POLITICAL CONTRIBUTIONS AUTHORIZATION:**

**I authorize my employer to withhold \$2 \$3 \$4 \$5 \$6 \$7 \$8 \$9 \$10 per pay period to (circle one) make political contributions to the UFCW International Union/Local 21 Active Ballot Club.**

I understand that political contribution authorization is voluntarily made and the amounts listed above are only guidelines, and that the making of payments to the UFCW Active Ballot Club is not a condition of membership in the Union or employment with the Employer and that I have a right to refuse to sign this portion of the payroll authorization form and not to contribute to the UFCW International Union/UFCW 21 Active Ballot Club or to contribute more or less than the amounts listed without reprisal.

I understand that my contribution will be used for political purposes, including the support of candidates for federal, state and local offices. I understand that revoking this authorization may be done in writing at the beginning of any pay period, with a minimum notice to the employer of no less than two (2) weeks prior to the beginning of the pay period, and that the dollar amount of the deduction may only be changed one time per year.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**1510 N 18th St.; Mt. Vernon, WA 98273**

Phone: 360-419-4670 / 800-732-1188 ext 4670 • Fax: 360-424-7909

## APPENDIX E – CLINIC TERMS AND CONDITIONS

These Terms Supersede any other Provisions of the Agreement

1. All provisions of this Addendum apply to bargaining unit employees assigned to Skagit Regional Clinics at the following locations:
  - SRC Mount Vernon
  - SRC Cardiology-Mount Vernon and Anacortes
  - SRC Stanwood
  - SRC Sedro Woolley
  - SRC Urology-Mount Vernon and Anacortes
  - SRC Camano Island
  - SRC Riverbend
  - SRC Oak Harbor
  - SRC Residency Clinic
  - SRC Smokey Point
2. Scheduling. Monthly schedules will be posted by SRH by the 20<sup>th</sup> of the preceding month. Scheduling in the clinics is solely determined by SRH and includes assessment of patient appointments and volumes which may vary from day to day.
  - 2.1 An employee may be required to report to work before their scheduled start time. In such case the employee will be notified in advance to report to work no earlier than 30 minutes before the first patient of the day is seen.
  - 2.2 An employee may be required to work past scheduled hours, however; the employee will not be required to work more than two hours past their scheduled leave time except for emergent patient needs.
  - 2.3 An employee may be required to leave work before the end of their scheduled shift or may be assigned to work at another clinic. Required travel between clinics will be considered compensable time. Applicable travel policies will apply. If the employee is notified of a change in clinic location prior to the start of their shift, their work day will begin upon arrival at the assigned location and travel reimbursement will not apply.
3. Weekend Shift. If within a clinic, weekend shifts are scheduled, those weekend shifts will be scheduled on a rotational basis.
4. Definition of Overtime. All time actually worked in excess of forty (40) hours during a work week period shall be considered as overtime. All overtime must be properly authorized by SRH.
5. Scrubs. Clinical staff in all locations are required to wear appropriate scrubs in good condition which will not be made to look like denim or be made of denim. Employees will purchase and launder their own scrubs. If uniforms are desired by SRH, SRH will notify the Union in writing



## 6 Medical Assistants IIs (“MAII”)

6.1 As determined by SRH there will be at least a total of ten MA II position(s) located at those clinics designated by the Employer. However nothing in this Agreement prevents SRH from posting more MA II positions. MA II positions may be designated and posted as department specific (for example MA II- Cardiology or MA II – Pediatrics).

6.2 The MA II position is designed as an internal career path therefore all MA II positions will be posted internally for at least 5 calendar days. .

6.3 To be eligible to apply internally for a MA II position the employee,

6.3.1 Must have worked in a MA or MA-DS position (or combination of both positions) at SRH for at least 365 continuous days (1 year) immediately before applying, and

6.3.2 Have had no written disciplinary action during this 1 year period, and

6.3.3 In addition to the Washington State MA certification must have a National Certification from one of four credentialing agencies (or organizations): American Association of Medical Assistants or American Medical Technologists, or National Health Career Association or National Center for Competency Testing. However, if an internal applicant does not have the required National Certification at the time of application and that applicant is selected for the MA II position, the employee shall have 180 days (6 months) to successfully complete a National Certification. At the end of the 6 months if the employee has not successfully completed the National Certification, the MA will be returned to the MA job classification.

6.4 It is within SRH’s sole discretion to select among eligible internal applicants the employee who will receive the MA II posted position(s). If SRH determines not to hire any of the eligible internal applicant(s) for a particular posted MA II position, SRH may withdraw the posting however may not post that particular position externally.

## APPENDIX F - MSW (HOSPICE) TERMS AND CONDITIONS

These Terms Supersede any other Provisions of the Agreement

1. Except as otherwise provided in this Appendix, all provisions of the Agreement apply to SRH employees with the job title of MSW-Hospice. Such employees shall be referred to as "Hospice MSWs" in this Addendum.
2. Article 5.11 of the Agreement, Uniforms/Scrubs, shall not apply to Hospice MSWs.
3. Normal Work Day. The normal work day for Hospice MSWs shall consist of nine (9) hours, including an unpaid meal period of one hour and rest breaks in accordance with Article 8.4.2. The Hospice MSWs' Work Shift is case load dependent, and Hospice MSWs will flex their hours to accommodate their daily work load. A Hospice MSW's work day will start with any of the following tasks: visiting the Hospice MSW's first patient, receiving a phone call from or regarding a patient, or performing clinical documentation. The Hospice MSW's day ends when the Hospice MSW has completed his or her case management duties for that day. Hospice MSWs shall remain available by cell phone from the beginning of their work day until the end of their work day. If a Hospice MSW believes it is necessary to work more than an hour beyond the normal work day, the Hospice MSW must contact his or her supervisor to receive advance approval.
4. Mileage/Travel Time.
  - 4.1 Hospice MSWs must record mileage and travel time into the EMR and then transfer mileage from the EMR to the paper payroll sheet. Mileage must be recorded in whole numbers; it should be rounded up if mileage ends at .5 or greater, and rounded down if .4 or less.
  - 4.2 When the Hospice MSW begins patient care visits from the main office, mileage reimbursement/travel time begins at the main office. When the Hospice MSW finishes his/her day at the main office, the mileage reimbursement/travel time ends there.
  - 4.3 If the Hospice MSW chooses to start from home, the mileage/travel time to the first patient's home will be reimbursed unless the distance from the main office to the patient's home is less. In this case, the mileage/travel time is reimbursed from the main office to the patient's home.
  - 4.4 If the Hospice MSW chooses to go home directly after his/her last visit, the mileage/travel time to home will be reimbursed if the distance is less than back to the main office. If the distance is greater than back to the main office, the mileage/travel time covered would be from the patient's home to the main office.
  - 4.5 Trips to run errands, to go home for lunch, or to/from unpaid lunch, come back to the main office for lunch, supply pick-up, education, and orientation are not reimbursable. Required return travel to the main office from a patient visit for a meeting or education is reimbursable.
  - 4.6 The Hospice MSW and management will make every effort to minimize travel time and reimbursable mileage by working together to ensure the best routes and geographical staffing are planned.
5. Hospice MSWs Living in San Juan County. Hospice MSWs living in San Juan county and assigned work within that County may record travel time and mileage for all work within San Juan County, and

will be reimbursed for the cost and time of ferry travel associated with such work. Hospice MSWs living in San Juan County that are assigned work on the mainland may record travel time and mileage for travel to and from the mainland, and will be reimbursed for the cost and time of ferry travel associated with such work.

6. **Hospice MSWs Living Outside of Service Area.** Hospice MSWs living outside of the Hospice service area (Island, San Juan, Skagit, and Snohomish Counties) that choose to start from home will be reimbursed for mileage from the closest county line into the Hospice service area to their first patient visit, and vice versa.

7. **Counselor On Call.**

7.1 **Definition and Hours.** The Hospice department utilizes Hospice MSWs and Spiritual Care Counselors to cover hospice patient needs that occur outside of the normal work day. Weekday Counselor On-Call hours are from 5:00 p.m. to 8:00 a.m. (15 hour on call shift). Weekend and Holiday Counselor On-Call hours are from 8:00 a.m. to 8:00 a.m. the following day (24 hour on-call shift). Counselor On-Call hours are scheduled in complete on-call shifts (15 hours or 24 hours).

7.2 **Scheduling.**

7.2.1 Hospice MSWs who wish to be eligible for Counselor On-Call shifts must submit their availability via email to the Scheduler by the second Friday of the previous month. If a Hospice MSW does not submit his or her availability by the stated deadline, that person will not be considered for Counselor On-Call shifts for that month. Counselor On-Call shifts are assigned as equitably as possible among Hospice MSWs and Spiritual Care Counselors that timely submit their availability for such shifts.

7.2.2 If there are unfilled Counselor On-Call shifts after all volunteers have submitted their availability, Hospice MSWs and/or Spiritual Care Counselors will be assigned to cover such shifts on an equitable rotation basis, with the following rules for unfilled Holiday Counselor On-Call shifts.

7.2.2.1 All Hospice MSWs and Spiritual Care Counselors who do not have approved PTO adjacent to the unfilled Holiday Counselor On-Call shift will be included in the equitable rotation to fill such shift. The Hospice MSW or Spiritual Care Counselor selected for the shift may refuse the assignment once per full rotation of the department, but must accept the assignment the next time he or she is selected from the equitable rotation. After a Hospice MSW or Spiritual Care Counselor covers a Holiday Counselor On-Call shift, he or she will be moved to the bottom of the equitable rotation list, and will have a new opportunity to refuse the shift the next time he or she is selected.

7.2.2.2 If a Hospice MSW or Spiritual Care Counselor lives in an area with limited ferry crossings in the evening/night, that person will be paired with another clinician for Holiday Counselor On-Call shifts. In such an event, the person with limited access from home will cover 8:00 a.m. until 6:00 p.m., and his or her teammate will cover the remainder of the shift from 6:00 p.m. until 8:00 a.m.

7.2.3 If a Hospice MSW becomes unable to cover a scheduled or assigned Counselor On-Call shift after the monthly schedule is posted, it is the Hospice MSW's responsibility to find a replacement for the scheduled or assigned Counselor On-Call shift. In such a situation, the Hospice MSW must communicate any changes to the Scheduler and Clinical Manager - Counseling/Hospice.

7.2.4 If a Hospice MSW misses part of his or her scheduled shift due to illness on the same day that he or she is scheduled or assigned to a Counselor On-Call shift, that person must report such illness and their scheduled call when notifying management, and may not work the scheduled or assigned Counselor on Call Shift.

7.3 Day of Call. Hospice MSWs scheduled or assigned to weekend or holiday Counselor On Call shifts must check in between 8:30 a.m. and 9:00 a.m. with Referral Center staff, as applicable, or, if that person is not available, with a Hospice Nurse scheduled during that time, in order to find out what work may be needed during the Counselor On Call shift. Hospice MSWs scheduled or assigned to weeknight Counselor On Call shifts do not need to check in at the start of the Counselor On-Call shift.

7.3.1 Hospice MSWs working a Counselor On-Call shift shall not perform "routine visits" of their regularly-assigned patients unless approved in advance by their Clinical Manager - Counseling/Hospice.

7.4 Counselor On Call Compensation. Hospice MSWs working Counselor On-Call shifts shall receive:

7.4.1 \$4.00/hour for all hours of the scheduled or assigned Counselor On-Call shift.

7.4.2. One and one-half times the Hospice MSW's normal rate of pay for all time worked during the on call shift, whether in the form of phone calls or patient visits. Time worked shall be documented in 15 minute increments.

7.4.3 A minimum of three hours pay if the Hospice MSW is called out for a visit (i.e., not for telephone calls). Hospice MSWs cannot receive this "call-out" pay for more than three hours within any three hour period of time.

7.4.4 Mileage and travel time to and from the Hospice MSW's home to the patient's home if the Hospice MSW is called out for a visit during the Counselor On Call shift. If the Hospice MSW is at a personal appointment/function at a greater distance to the patient's home than from his/her home, the reimbursed travel time and mileage would be from his/her home to the patient's home.

7.5 Immediate Documentation Required. All work performed during the Counselor On Call shift (phone calls and in-person visits) must be documented in the EMR pursuant to documentation guidelines during the Counselor On Call shift. If this does not occur, the Hospice MSW will only receive his or her base rate of pay for time worked during the Counselor On Call shift, and will not receive any of the premiums listed in 7.4. *Counselor on Call Compensation.*

8. Per Diem Compensation. Per Diem Employees are not eligible for medical, dental, long term disability, life insurance and retirement plan benefits and do not accrue PTO or EIB. Per Diem employees are paid a 15% wage differential for actual hours worked.

9. Scheduled Standby Call-Back Pay. If an employee is called back from standby to work, the employee will be paid at one and one-half times the employee's normal rate of pay. Employees called back shall be paid a minimum of ~~two~~ three hours or the actual number of consecutive hours worked, whichever is greater. Employees cannot receive call-back pay for more than ~~two~~ three hours within any three hours period of time.
10. Unscheduled Call-In Pay. An employee will be paid at the employee's normal rate of pay for unscheduled call-in (all time actually worked is included in the statutory overtime). Employees called in (which does not include work performed over the telephone) shall be paid a minimum of three hours or the actual number of consecutive hours worked, whichever is greater.
11. Weekend Premium. A premium amount in accordance with Article 9.9.2 shall be paid to full, part time, and per diem employees for all hours actually worked between 11:00 p.m. Friday through 11:00 p.m. Sunday.

## APPENDIX G MSW (NON-HOSPICE) TERMS AND CONDITIONS

These Terms Supersede any other Provisions of the Agreement

1. Except as otherwise provided in this Appendix, all provisions of the Agreement apply to SRH employees with the job titles of MSW/Case Management, MSW/Palliative Medicine, MSW/Oncology, MSW/Kidney Dialysis. Such employees shall be referred to as “MSWs” in this Addendum.
2. Although MSWs may be assigned to see patients at Skagit Regional Clinics and/or Cascade Skagit Health Alliance, the terms of the Agreement, rather than Appendix E *Clinic Terms and Conditions*, will apply to them in that event.
3. Extra Shifts.
  - 3.1 If a shift is not filled, the open shift may, at SRH’s sole discretion; not be filled or be filled by a Per Diem employee or by mutual agreement(s) with Regular MSW(s).
  - 3.2 Open Shifts that remain if not filled in accordance with 3.1 will be designated by SRH as an Extra Shift on the posted schedule. When an extra shift is posted Regular MSWs have four days to designate the particular extra shifts the Regular MSW wants to work. The following sequence will be used by SRH in assigning the extra shift.
    - 3.2.1. Regular MSWs (by seniority) who have had Temporary Reduction in Hours (“TRH”) days within the preceding schedule and who can work the extra shift on the designated date without incurring overtime.
    - 3.2.2. Extra Shifts that remain available will be awarded, shift by shift, equitably to Regular MSWs who request on a first come, first serve basis, subject to availability to perform the work without incurring overtime.
4. Float Assignment. MSWs may, at the Employer’s option, be required to float as needed to units. MSWs will be expected to perform all basic MSW functions in units to which they are floated, but will not be required to perform tasks or procedures which they are not qualified or trained to perform. If during the floating assignment the MSW is asked to perform a task or procedure which the MSW does not feel qualified or trained to perform, the MSW should immediately discuss the matter with the unit manager or designee.

## APPENDIX H - PROTECH TERMS AND CONDITIONS

These Terms Supersede any other Provisions of the Agreement

1. Except as otherwise provided in this Appendix, all provisions of the Agreement apply to SRH employees with the following job titles (“ProTech”), which will be referred to collectively as the “ProTech” group:

Anesthesia Assistant  
Bone Densitometry Technician  
Cardiac Electrophysiology Specialist  
Cardiac Electrophysiology Specialist Registered  
Cardiac Electrophysiology Specialist Registered Lead  
Cardiac Rehabilitation Specialist  
Cardiology Technician  
Cardiology Technician Coordinator  
Cardiovascular Invasive Specialist Certified  
Cardiovascular Invasive Specialist Certified \ Lead  
CT Simulation Technologist  
CT Technologist  
CT Technologist Lead  
CVL Technologist  
Dialysis Equipment Technician  
Dialysis Patient Programmer Coordinator  
Dialysis Technician  
Dialysis Technician Coordinator  
Dosimetrist  
Echocardiographer  
Echocardiographer Lead  
EEG Technician  
Endoscopy Technician  
Endoscopy Technician/Certified  
Hyperbaric Technician  
MRI Technologist  
MRI Technologist Lead  
Nuclear Medicine Technologist  
Nuclear Medicine Technologist Lead  
Pharmacy Technician/Clinic  
Pharmacy Technician/Clinic Lead  
Pharmacy Technician/Hospital  
Physical Therapy Assistant  
Polysomnographic Technologist Registered  
Pulmonary Rehabilitation Specialist  
Radiation Therapist  
Radiation Therapist Unlicensed  
Radiation Therapist Lead  
Radiologic Technician  
Radiologic Technologist  
Radiologic Technologist Lead  
Respiratory Therapist/Certified

Respiratory Therapist/Registered  
 Respiratory Therapist/Registered Eligible  
 Surgical Technician  
 Surgical Technician/OB  
 Ultrasonographer  
 Ultrasonographer Lead

2. Special Imaging Additional Pay Incentive. To recognize the amount of call time required to provide adequate emergent coverage for the Special Imaging Lab, staff members covering more than 80h/month shall receive compensation as provided below. Each staff member's scheduled standby hours will be totaled monthly by the department. At the end of each quarter (March, June, September and December), hours shall be totaled and additional dollars shall be paid on the amount of hours accrued for the quarter, using the grid below. The payment will be in the first pay period of the next quarter.

All clinical staff in Special Imaging will be required to work at least 300-call hours per quarter, unless there is an approved FMLA leave.

Quarterly Standby Pay Grid

Standby Hours per Quarter	Addition Pay Incentive
1-200 hrs	\$4.00/hr
201-300	Additional \$1.00.hr
301-500	Additional \$2.00.hr
501 + hrs	Additional \$4.00.hr

3. Grandfathering of Surgical Technicians/OB. Non-certified Surgical Technicians/OB employees will be grandfathered with their on the job training. If certification becomes a federal or state requirement for employee in this position the parties agree to meet and discuss the effects of such requirements on the continued employment the non-certified employees employed as Surgical Technicians/OB.
4. Scheduled Standby Pay. ProTech employees will be paid \$4.00/hour for the scheduled standby shift.
5. Scheduled Standby Call-Back Pay. If a ProTech employee is called back from standby to work, the employee will be paid at one and one-half times the employee's normal rate of pay. Employees called back shall be paid a minimum of three hours or the actual number of consecutive hours worked, whichever is greater. Employees cannot receive call-back pay for more than three hours within any three hour period of time.
6. Rest Between Shift. In scheduling work assignments, the Employer will make a good faith effort to provide each employee working an eight hour shift with at least twelve (12) hours off duty between shifts, and at least ten (10) hours off duty between shifts for employees working ten hour or twelve hour shifts. In the event an employee is required to work (other than due to standby, callback, education, committee meetings, or staff meetings) with less than the rest between shifts outlined above, all time worked during the rest period shall be paid at time and one-half. This section shall not apply, however, to employees who trade shifts for their own convenience.

6.1 Call Back. ProTech employees who work between shifts, due to call back, may request a late start with or without using PTO, SRH will make a good faith effort to allow the late start.



7. Unscheduled Call Back Pay. A Pro Tech employee will be paid at one and one-half times the Pro Tech employee's normal rate of pay for unscheduled call back. A Pro Tech employee, called in for unscheduled call back, shall be paid a minimum of three hours or the number of consecutive hours worked, whichever greater.

MEMORANDUM OF UNDERSTANDING ONE

*Interpreters Terms and Conditions*

These Terms Supersede any other Provisions of the Agreement

SRH and the Union agree that the following terms and conditions apply to all current and future employees in the Interpreter Job Title until this MOU is mutually modified by the Parties

1. Current Interpreter Agreement Terminates: The current Interpreter Agreement will terminate for all employees in the Interpreter Job Title, upon the posting and filling of the FTE positions identified in this MOU and the terms and conditions of this MOU will be in effect. There will no longer be 24 hour call or stand-by shifts. SRH will continue to rely on technology for interpretation of other foreign languages.
  
2. Spanish Speaking Interpreters:
  - a. A total of 5.0 FTEs will be designated for Spanish Speaking Interpreters.
  
  - b. All Spanish Speaking Interpreter FTE positions, will be scheduled Monday through Friday, during core hours 0700 to 1900 ("Core Hours"), within an 8½ hour shift which includes a half-hour unpaid meal period. All FTE positions under 1.0 will be eligible to pick up additional hours.
  
  - c. SRH will continue utilizing Spanish Speaking Interpreters during Core Hours at the Mount Vernon campus during the term of this MOU. SRH will continue to rely on technology for interpreter services at SRH clinic locations; during non-core hours; and to augment an unexpected need for services during core hours.
  
3. Per Diem Spanish Speaking Interpreters ("SS Per Diems"):
  - a. A minimum of two Spanish Speaking (SS) Interpreter Per Diem position(s) will also be posted on a date designated by SRH.
  
  - b. SS Per Diems are not scheduled to work on a regular basis and are not guaranteed any number of hours.
  
  - c. SS Per Diems are required to provide their department manager or designee a list of the dates the per diem employee is available to be scheduled to work shifts on the pending department work schedule at least ten (10) calendar days before the schedule is to be posted. If a SS Per Diem is not scheduled on a date the employee has identified as being available, the SS Per Diem is not required to remain available for that shift.
  
  - d. SS Per Diems shall minimally identify 4 days each 4-week period, at least, that the employee is available to be scheduled. SS Per Diems who fail to make themselves available for the minimum required number of shifts may in SRH's sole discretion be warned in writing upon the first occurrence and terminated for subsequent failure to make themselves available. SS Per Diems who are not scheduled to work any shifts by SRH in a six month period may be terminated administratively by Human Resources. Termination may occur regardless of whether the employee has identified that they are available to work.

4. Russian Speaking Interpreters ("RSI"):

- a. SRH will maintain a list of qualified Russian Speaking Interpreters as determined by SRH. SRH may, in their sole discretion, add to or delete employees on the list of Russian Speaking Interpreters.
- b. If available, SRH will utilize RSIs at the Mount Vernon campus during core hours of 0700 to 1900. When contacted by SRH if the RSI is available for the assignment the RSI will receive pay for actual hours worked or a minimum guarantee of one hour of pay whichever is more.

5. Per Diem Interpreters whose scheduled work assignment is cancelled less than twenty-four (24) hours before they are scheduled to work will be paid two (2) hours at the base rate of pay.

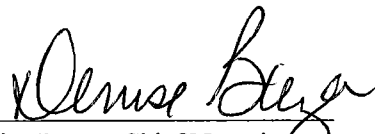
SKAGIT REGIONAL HEALTH

UNITED FOOD AND COMMERCIAL  
WORKERS, LOCAL 21

ON: 10/5/16

ON: 9-23-16

BY:   
Michael T. Liepman, Chief Executive Officer

BY:   
Denise Baeza, Chief Negotiator

MEMORANDUM OF UNDERSTANDING TWO  
*Wage Scale Transition Process*

The Parties agree that the following process will be used to create and move employees onto a new Wage Scale.

1. Except as modified for specific Job Titles in this section, the most current Hire-In Grid in effect before ratification of the contract, which shall include any Critical Needs premiums, will be used to create the new "Wage Scale"

1.1 The following is the Hire In Grid to be used for the Cancer Registrar ( Non-Certified) which replaces the Cancer Registrar Assistant

0	1	2	3	4	5	6	7	8	9
15.94	16.18	16.42	16.67	16.92	17.17	17.43	17.69	17.95	18.22
10	11	12	13	14	15	16	17	18	19
18.50	18.77	19.06	19.34	19.63	19.92	20.12	20.32	20.53	20.73
20	21	22	23	24	25	26			
20.94	21.15	21.36	21.57	21.79	22.01	22.23			

1.2 The following is the Hire In Grid to be used for Cardiac Electrophysiology Specialist

0	1	2	3	4	5	6	7	8	9
32.79	33.29	33.79	34.31	34.83	35.36	35.90	36.45	37.00	37.57
10	11	12	13	14	15	16	17	18	19
38.14	38.72	39.31	39.91	40.51	41.13	41.55	41.97	42.39	42.82
20	21	22	23	24	25	26			
43.25	43.69	44.13	44.58	45.03	45.48	45.94			

1.3 The following is the Hire In Grid to be used for Cardiac Electrophysiology Specialist/Registered

0	1	2	3	4	5	6	7	8	9
34.64	35.17	35.71	36.25	36.80	37.36	37.93	38.51	39.10	39.69
10	11	12	13	14	15	16	17	18	19
40.30	40.91	41.53	42.17	42.81	43.46	43.90	44.34	44.79	45.24
20	21	22	23	24	25	26			
45.70	46.16	46.63	47.10	47.57	48.05	48.54			

1.4 The following is the Hire In Grid to be used for Cardiac Electrophysiology Specialist/Registered Lead

0	1	2	3	4	5	6	7	8	9
35.95	36.50	37.05	37.62	38.19	38.77	39.36	39.96	40.57	41.19
10	11	12	13	14	15	16	17	18	19
41.82	42.45	43.10	43.76	44.42	45.10	45.55	46.01	46.48	46.95
20	21	22	23	24	25	26			
47.42	47.90	48.39	48.87	49.37	49.87	50.37			

1.5 The following is the Hire In Grid to be used for Cardiovascular Invasive Specialist Certified

0	1	2	3	4	5	6	7	8	9
31.80	32.28	32.77	33.27	33.78	34.29	34.81	35.34	35.88	36.43
10	11	12	13	14	15	16	17	18	19
36.98	37.55	38.12	38.70	39.29	39.89	40.29	40.70	41.11	41.52
20	21	22	23	24	25	26			
41.94	42.37	42.79	43.23	43.66	44.10	44.55			

1.6 The following is the Hire In Grid to be used for Cardiovascular Invasive Specialist Certified Lead

0	1	2	3	4	5	6	7	8	9
34.09	34.61	35.14	35.68	36.22	36.77	37.33	37.90	38.48	39.06
10	11	12	13	14	15	16	17	18	19
39.66	40.26	40.87	41.50	42.13	42.77	43.20	43.64	44.08	44.52
20	21	22	23	24	25	26			
44.97	45.43	45.89	46.35	46.82	47.29	47.77			

1.7 The following is the Hire In Grid to be used for CT Technologist

0	1	2	3	4	5	6	7	8	9
30.79	31.26	31.73	32.22	32.71	33.21	33.71	34.23	34.75	35.28
10	11	12	13	14	15	16	17	18	19
35.81	36.36	36.91	37.47	38.05	38.62	39.02	39.41	39.81	40.21
20	21	22	23	24	25	26			
40.62	41.03	41.44	41.86	42.28	42.71	43.14			

1.8 The following is the Hire In Grid to be used for CT Technologist Lead

0	1	2	3	4	5	6	7	8	9
31.71	32.20	32.69	33.18	33.69	34.20	34.72	35.25	35.79	36.33
10	11	12	13	14	15	16	17	18	19
36.89	37.45	38.02	38.60	39.19	39.78	40.19	40.59	41.00	41.42
20	21	22	23	24	25	26			
41.83	42.26	42.68	43.11	43.55	43.99	44.43			

1.9 The following is the Hire In Grid to be used for Dialysis Technician Coordinator:

0	1	2	3	4	5	6	7	8	9
20.67	20.94	21.22	21.50	21.79	22.08	22.38	22.68	22.98	23.29
10	11	12	13	14	15	16	17	18	19
23.60	23.92	24.24	24.57	24.90	25.24	25.47	25.70	25.93	26.17
20	21	22	23	24	25	26	27	28	29
26.41	26.65	26.89	27.13	27.38	27.63	27.88			

1.10 The following is the Hire In Grid to be used for Echocardiographer

0	1	2	3	4	5	6	7	8	9
31.30	31.77	32.26	32.75	33.25	33.75	34.27	34.79	35.32	35.86
10	11	12	13	14	15	16	17	18	19
36.40	36.96	37.52	38.09	38.67	39.26	39.66	40.06	40.46	40.87
20	21	22	23	24	25	26			
41.28	41.70	42.12	42.55	42.98	43.41	43.85			

1.11 The following is the Hire In Grid to be used for Echocardiographer Lead

0	1	2	3	4	5	6	7	8	9
32.65	33.14	33.65	34.16	34.68	35.21	35.74	36.29	36.84	37.40
10	11	12	13	14	15	16	17	18	19
37.97	38.55	39.14	39.73	40.34	40.95	41.37	41.78	42.21	42.63
20	21	22	23	24	25	26			
43.06	43.50	43.94	44.38	44.83	45.28	45.74			

1.12 The following is the Hire In Grid to be used for ED Technicians

0	1	2	3	4	5	6	7	8	9
15.07	15.30	15.53	15.76	15.99	16.23	16.48	16.73	16.98	17.23
10	11	12	13	14	15	16	17	18	19
17.49	17.75	18.02	18.29	18.56	18.84	19.03	19.22	19.41	19.61
20	21	22	23	24	25	26			
19.80	20.00	20.20	20.40	20.61	20.81	21.02			

1.13 The following is the Hire In Grid to be for Medical Assistants:

0	1	2	3	4	5	6	7	8	9
16.70	16.92	17.15	17.38	17.62	17.85	18.09	18.34	18.59	18.84
10	11	12	13	14	15	16	17	18	19
19.10	19.35	19.62	19.89	20.16	20.43	20.62	20.80	21.00	21.19
20	21	22	23	24	25	26	27	28	29
21.38	21.58	21.78	21.98	22.18	22.38	22.59			

1.14 The following is the Hire In Grid to be for Medical Assistants (Cardiology, Dermatology, Orthopedics, Urology) and Orthopedic Technician:

0	1	2	3	4	5	6	7	8	9
17.10	17.33	17.56	17.80	18.04	18.28	18.53	18.78	19.04	19.30
10	11	12	13	14	15	16	17	18	19
19.56	19.83	20.10	20.37	20.65	20.93	21.12	21.31	21.51	21.71
20	21	22	23	24	25	26			
21.91	22.11	22.31	22.52	22.72	22.93	23.15			

1.15 The following is the Hire In Grid to be used for MSWs

0	1	2	3	4	5	6	7	8	9
28.36	28.79	29.22	29.66	30.10	30.55	31.01	31.48	31.95	32.43
10	11	12	13	14	15	16	17	18	19
32.91	33.41	33.91	34.42	34.93	35.45	35.80	36.16	36.52	36.89
20	21	22	23	24	25	26	27	28	29
37.26	37.63	38.01	38.39	38.77	39.16	39.55			

1.16 The following is the Hire In Grid to be used for Painter

0	1	2	3	4	5	6	7	8	9
19.83	20.13	20.43	20.74	21.05	21.36	21.69	22.01	22.34	22.68
10	11	12	13	14	15	16	17	18	19
23.02	23.36	23.71	24.07	24.43	24.79	25.04	25.29	25.54	25.80
20	21	22	23	24	25	26			
26.05	26.32	26.58	26.84	27.11	27.38	27.66			

1.17. The following is the Hire in Grid to be used for Surgical Technicians/OB

0	1	2	3	4	5	6	7	8	9
17.08	17.34	17.61	17.87	18.15	18.42	18.70	18.99	19.28	19.57
10	11	12	13	14	15	16	17	18	19
19.87	20.17	20.48	20.79	21.10	21.42	21.63	21.85	22.07	22.29
20	21	22	23	24	25	26	27	28	29
22.51	22.74	22.96	23.19	23.42	23.66	23.90			

1.18 The following is the Hire In Grid to be used for Ultrasonographer

0	1	2	3	4	5	6	7	8	9
33.22	33.72	34.24	34.76	35.29	35.82	36.37	36.92	37.49	38.06
10	11	12	13	14	15	16	17	18	19
38.64	39.22	39.82	40.43	41.04	41.67	42.09	42.52	42.94	43.38
20	21	22	23	24	25	26			
43.82	44.26	44.71	45.16	45.61	46.07	46.54			

1.19 The following is the Hire In Grid to be used for Ultrasonographer Lead

0	1	2	3	4	5	6	7	8	9
35.95	36.50	37.05	37.62	38.19	38.77	39.36	39.96	40.57	41.19
10	11	12	13	14	15	16	17	18	19
41.82	42.45	43.10	43.76	44.42	45.10	45.55	46.01	46.48	46.95
20	21	22	23	24	25	26			
47.42	47.90	48.39	48.87	49.37	49.87	50.37			

2. Wage steps at 27, 28, 29 and 30 will then be added for all Job Titles at 1% between each step on the new Wage Scale.
3. All employees will move onto the new Wage Scale at that step which is closest to their current base wage rate including implemented critical needs increases but not less than that rate except for employees whose current wage rate is above the wage scale.
4. All Critical Needs Incentive Pay implemented between March 31, 2016 and the ratification of this Agreement by the parties will cease with the implementation of the wage increases under the terms of this MOU.
5. The Wage Scale created from the Hire-In Grid will then be increased by 2.5%. however the following Critical Needs Job Titles will be increased by 3.5%
  - 1) Cardiac Electrophysiology Specialist
  - 2) Cardiac Electrophysiology Specialist Registered
  - 3) Cardiac Electrophysiology Specialist Registered Lead
  - 4) Cardiovascular Invasive Specialist Certified
  - 5) Cardiovascular Invasive Specialist Certified Lead
  - 6) Respiratory Therapist / Certified
  - 7) Respiratory Therapist/ Registered
  - 8) Respiratory Therapist/ Registered Eligible
  - 9) Ultrasonographer
  - 10) Ultrasonographer Lead

6. After taking the above steps the resulting Wage Scale will become Appendix B (replacing the Hire-In Grid) and be used to calculate future fixed base wage increases and performance base wage increases under the terms of Article 9- Compensation
7. Those employees whose base wage would exceed the highest step on the newly created Wage Scale will receive a base wage increase of 1% payable the first full pay period after ratification of the Agreement by the Parties

SKAGIT REGIONAL HEALTH

UNITED FOOD AND COMMERCIAL  
WORKERS, LOCAL 21

ON: October 5, 2016

ON: September 12, 2016

BY: Michael T. Liepman  
Michael T. Liepman, Chief Executive Officer

BY: Denise Baeza  
Denise Baeza, Chief Negotiator



MEMORANDUM OF UNDERSTANDING THREE  
*Maintenance Engineers Scheduled Standby Pay*

Employees in the Job Title of Maintenance Engineer or Maintenance Engineer Lead shall be paid be paid \$3.50/hour for the scheduled standby shift.

SKAGIT REGIONAL HEALTH

UNITED FOOD AND COMMERCIAL  
WORKERS, LOCAL 21

ON: October 5, 2016

ON: September 12, 2016

BY: Michael T. Liepman  
Michael T. Liepman, Chief Executive Officer

BY: Denise Baeza  
Denise Baeza, Chief Negotiator

MEMORANDUM OF UNDERSTANDING FOUR  
Prior Experience Step Placement

1. The Parties agree that the following is the sole and exclusive process to be used for a one-time prior experience step placement adjustment.
2. Employees hired before July 1, 2014 will be eligible to participate in this one time process regarding step placement based on their complete full years of recent relevant experience prior to employment with SRH or prior to employment by any organization acquired by SRH including Skagit Valley Medical Center ("Eligible Employees").
3. Within 30 days of ratification by the Parties of this Agreement, Eligible Employees may request a review by SRH of their recent relevant work experience based on documentation in the employee's SRH employment file. Assessment of experience shall be made solely by SRH and based on complete full years of experience, no partial year credit will be considered.
4. Eligible Employees shall make their requests by completing a form in the Employee Self Service Portal (Epicor) located under "Frequently Requested Forms" then saving the form in a WORD/PDF document and emailing it to HR@skagitvalleyhospital.org. The date and time of the email shall establish the timeliness of the Eligible Employees' request.
5. After this 30-day period expires, any opportunity to request a review of recent relevant work experience acquired prior to employment at SRH will expire.
6. The total number of step adjustments are limited to four (4) additional steps and will be made on the following schedule:
  - 6.1 The amount of any first adjustment will be limited to one step of the total steps to be adjusted. Such adjustment will be the first full pay period after 120 days after the close of the 30 day request period or review completion by SRH whichever comes first.
  - 6.2 Effective the first payroll period after October 1, 2017 employees eligible for additional step increases will receive one additional step.
  - 6.3 Effective the first payroll period after March 31, 2018 employees eligible for any remaining step increases will receive the remaining step increases.
7. SRH final experience verification decisions and placement on the step scale are not subject to any appeal or the grievance process.

SKAGIT REGIONAL HEALTH

UNITED FOOD AND COMMERCIAL  
WORKERS, LOCAL 21

ON: October 5, 2016

ON: September 12, 2016

BY: Michael T. Liepman  
Michael T. Liepman, Chief Executive Officer

BY: Denise Baeza  
Denise Baeza, Chief Negotiator

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 0-10**

Job Title	0	1	2	3	4	5	6	7	8	9	10
Accounting Clerk	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
Accounts Receivable/Cashier	15.39	15.62	15.85	16.09	16.33	16.57	16.82	17.08	17.33	17.59	17.86
Administrative Assistant	16.43	16.68	16.93	17.18	17.44	17.70	17.97	18.24	18.51	18.79	19.07
Anesthesia Assistant	15.64	15.88	16.11	16.36	16.60	16.85	17.10	17.36	17.62	17.88	18.15
Appeal Analyst/Clinic	15.91	16.15	16.39	16.63	16.88	17.14	17.39	17.66	17.92	18.19	18.46
Bone Densitometry Technician	21.42	21.74	22.07	22.40	22.74	23.08	23.42	23.78	24.13	24.49	24.86
Buyer	20.55	20.86	21.17	21.49	21.81	22.14	22.47	22.81	23.15	23.50	23.85
Buyer Senior	21.53	21.85	22.18	22.51	22.85	23.19	23.54	23.89	24.25	24.61	24.98
Buyer/OR	20.55	20.86	21.17	21.49	21.81	22.14	22.47	22.81	23.15	23.50	23.85
Buyer/Pharmacy	19.27	19.56	19.85	20.15	20.45	20.76	21.07	21.39	21.71	22.03	22.36
Cancer Registrar	20.57	20.88	21.19	21.51	21.83	22.16	22.49	22.83	23.17	23.52	23.87
Cancer Registrar Non-Certified	16.34	16.58	16.83	17.09	17.34	17.60	17.87	18.13	18.40	18.68	18.96
Cardiac Rehabilitation Specialist	17.95	18.22	18.49	18.77	19.05	19.33	19.62	19.92	20.22	20.52	20.83
Cardiac Electrophysiology Specialist	33.94	34.46	34.97	35.51	36.05	36.60	37.16	37.73	38.30	38.88	39.47
Cardiac Electrophysiology Specialist Registered	35.85	36.40	36.96	37.52	38.09	38.67	39.26	39.86	40.47	41.08	41.71
Cardiac Electrophysiology Specialist Registered Lead	37.21	37.78	38.35	38.94	39.53	40.13	40.74	41.36	41.99	42.63	43.28
Cardiology Technician	16.34	16.58	16.83	17.08	17.34	17.60	17.87	18.13	18.41	18.68	18.96
Cardiology Technician Coordinator	18.84	19.12	19.41	19.70	20.00	20.30	20.60	20.91	21.22	21.54	21.86
Cardiovascular Invasive Specialist Certified	32.91	33.41	33.92	34.43	34.96	35.49	36.03	36.58	37.14	37.71	38.27
Cardiovascular Invasive Specialist Certified Lead	35.28	35.82	36.37	36.93	37.49	38.06	38.64	39.23	39.83	40.43	41.05
Case Management Assistant	16.43	16.68	16.93	17.18	17.44	17.70	17.97	18.24	18.51	18.79	19.07
Certified Coder Inpatient/Hospital	27.35	27.65	27.95	28.26	28.57	28.89	29.21	29.54	29.88	30.21	30.56
Certified Coder Outpatient/Hospital	24.78	25.08	25.39	25.70	26.01	26.33	26.65	26.98	27.31	27.65	27.99
Certified Coder/Clinic	23.09	23.37	23.65	23.93	24.22	24.51	24.80	25.10	25.41	25.72	26.03
Charge Capture Specialist/Dialysis	20.91	21.22	21.54	21.87	22.19	22.53	22.86	23.21	23.55	23.91	24.27
Charge Capture Specialist/Materials Management	20.91	21.22	21.54	21.87	22.19	22.53	22.86	23.21	23.55	23.91	24.27
Charge Capture Specialist/Oncology	20.91	21.22	21.54	21.87	22.19	22.53	22.86	23.21	23.55	23.91	24.27
Clerical Assistant	13.93	14.14	14.35	14.57	14.78	15.01	15.23	15.46	15.69	15.93	16.17
C.N.A.	14.66	14.88	15.10	15.33	15.56	15.79	16.03	16.27	16.51	16.76	17.01
Coding Assistant	13.93	14.14	14.35	14.57	14.78	15.01	15.23	15.46	15.69	15.93	16.17
Cook	13.94	14.15	14.36	14.58	14.80	15.02	15.24	15.47	15.70	15.94	16.18
Copy Center Technician	13.88	14.09	14.30	14.51	14.73	14.95	15.18	15.40	15.63	15.87	16.11
Credit Balance/Cashier	15.39	15.62	15.85	16.09	16.33	16.57	16.82	17.08	17.33	17.59	17.86
CS Technician	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92
CS Technician/Float	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92
CT Simulation Technologist	28.24	28.66	29.09	29.53	29.97	30.42	30.88	31.34	31.81	32.29	32.77
CT Technologist	31.56	32.04	32.52	33.03	33.53	34.04	34.55	35.09	35.62	36.16	36.71
CT Technologist Lead	32.50	33.01	33.51	34.01	34.53	35.06	35.59	36.13	36.68	37.24	37.81
CVL Technologist	16.34	16.58	16.83	17.08	17.34	17.60	17.87	18.13	18.41	18.68	18.96
Data Processor/Clinic	14.15	14.36	14.57	14.79	15.01	15.24	15.47	15.70	15.93	16.17	16.42
Diagnostic Imaging Aide	13.88	14.09	14.30	14.51	14.73	14.95	15.18	15.40	15.63	15.87	16.11
Diagnostic Imaging Clerk	14.84	15.06	15.29	15.52	15.75	15.99	16.23	16.47	16.72	16.97	17.22
Diagnostic Scheduler	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
Dialysis Equipment Technician	18.75	18.99	19.24	19.49	19.75	20.01	20.27	20.54	20.81	21.08	21.36

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 11-21**

Job Title	11	12	13	14	15	16	17	18	19	20	21
Accounting Clerk	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
Accounts Receivable/Cashier	18.12	18.39	18.67	18.95	19.23	19.42	19.62	19.81	20.01	20.21	20.41
Administrative Assistant	19.35	19.64	19.94	20.24	20.54	20.75	20.95	21.16	21.38	21.59	21.80
Anesthesia Assistant	18.42	18.70	18.98	19.27	19.56	19.75	19.95	20.15	20.35	20.55	20.76
Appeal Analyst/Clinic	18.74	19.02	19.31	19.59	19.89	20.08	20.28	20.49	20.69	20.90	21.11
Bone Densitometry Technician	25.23	25.61	26.00	26.39	26.77	27.04	27.31	27.58	27.86	28.14	28.42
Buyer	24.21	24.57	24.94	25.31	25.69	25.94	26.20	26.46	26.73	27.00	27.27
Buyer Senior	25.36	25.74	26.12	26.51	26.91	27.18	27.45	27.72	28.00	28.28	28.56
Buyer/OR	24.21	24.57	24.94	25.31	25.69	25.94	26.20	26.46	26.73	27.00	27.27
Buyer/Pharmacy	22.70	23.04	23.39	23.74	24.09	24.33	24.57	24.82	25.07	25.32	25.57
Cancer Registrar	24.23	24.60	24.96	25.34	25.72	25.97	26.23	26.50	26.76	27.03	27.30
Cancer Registrar Non-Certified	19.24	19.54	19.82	20.12	20.42	20.62	20.83	21.04	21.25	21.46	21.68
Cardiac Rehabilitation Specialist	21.14	21.46	21.78	22.11	22.44	22.66	22.89	23.12	23.35	23.58	23.82
Cardiac Electrophysiology Specialist	40.08	40.69	41.31	41.93	42.57	43.00	43.44	43.87	44.32	44.76	45.22
Cardiac Electrophysiology Specialist Registered	42.34	42.98	43.65	44.31	44.98	45.44	45.89	46.36	46.82	47.30	47.78
Cardiac Electrophysiology Specialist Registered Lead	43.94	44.61	45.29	45.97	46.68	47.09	47.62	48.11	48.59	49.08	49.58
Cardiology Technician	19.25	19.53	19.83	20.13	20.42	20.62	20.83	21.04	21.25	21.46	21.67
Cardiology Technician Coordinator	22.19	22.52	22.86	23.21	23.55	23.79	24.03	24.27	24.51	24.76	25.00
Cardiovascular Invasive Specialist Certified	38.86	39.45	40.05	40.67	41.29	41.70	42.12	42.55	42.97	43.41	43.85
Cardiovascular Invasive Specialist Certified Lead	41.67	42.30	42.95	43.60	44.27	44.71	45.17	45.62	46.08	46.54	47.02
Case Management Assistant	19.35	19.64	19.94	20.24	20.54	20.75	20.95	21.16	21.38	21.59	21.80
Certified Coder Inpatient/Hospital	30.90	31.26	31.62	31.98	32.35	32.60	32.85	33.11	33.36	33.62	33.89
Certified Coder Outpatient/Hospital	28.34	28.69	29.05	29.42	29.79	30.04	30.29	30.54	30.80	31.06	31.32
Certified Coder/Clinic	26.35	26.67	27.00	27.33	27.66	27.89	28.12	28.36	28.59	28.83	29.07
Charge Capture Specialist/Dialysis	24.63	25.00	25.38	25.76	26.14	26.40	26.66	26.93	27.20	27.47	27.75
Charge Capture Specialist/Materials Management	24.63	25.00	25.38	25.76	26.14	26.40	26.66	26.93	27.20	27.47	27.75
Charge Capture Specialist/Oncology	24.63	25.00	25.38	25.76	26.14	26.40	26.66	26.93	27.20	27.47	27.75
Clerical Assistant	16.41	16.65	16.90	17.16	17.41	17.59	17.76	17.94	18.12	18.30	18.49
C.N.A.	17.27	17.52	17.79	18.05	18.32	18.50	18.68	18.87	19.06	19.25	19.44
Coding Assistant	16.41	16.65	16.90	17.16	17.41	17.59	17.76	17.94	18.12	18.30	18.49
Cook	16.42	16.67	16.92	17.17	17.43	17.60	17.78	17.95	18.13	18.31	18.50
Copy Center Technician	16.35	16.59	16.84	17.09	17.34	17.52	17.69	17.87	18.05	18.23	18.41
Credit Balance/Cashier	18.12	18.39	18.67	18.95	19.23	19.42	19.62	19.81	20.01	20.21	20.41
CS Technician	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35
CS Technician/Float	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35
CT Simulation Technologist	33.26	33.76	34.27	34.78	35.30	35.65	36.01	36.37	36.73	37.10	37.47
CT Technologist	37.27	37.83	38.41	39.00	39.59	40.00	40.40	40.81	41.22	41.64	42.06
CT Technologist Lead	38.39	38.97	39.57	40.17	40.77	41.19	41.60	42.03	42.46	42.88	43.32
CVL Technologist	19.25	19.53	19.83	20.13	20.42	20.62	20.83	21.04	21.25	21.46	21.67
Data Processor/Clinic	16.66	16.91	17.17	17.42	17.68	17.86	18.04	18.22	18.40	18.58	18.77
Diagnostic Imaging Aide	16.35	16.59	16.84	17.09	17.34	17.52	17.69	17.87	18.05	18.23	18.41
Diagnostic Imaging Clerk	17.48	17.75	18.01	18.28	18.55	18.74	18.93	19.11	19.31	19.50	19.69
Diagnostic Scheduler	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
Dialysis Equipment Technician	21.65	21.93	22.23	22.52	22.82	23.02	23.23	23.43	23.64	23.85	24.07

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 22-30**

Job Title	22	23	24	25	26	27	28	29	30
Accounting Clerk	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
Accounts Receivable/Cashier	20.62	20.82	21.03	21.24	21.45	21.67	21.88	22.10	22.32
Administrative Assistant	22.02	22.24	22.47	22.69	22.92	23.15	23.38	23.61	23.85
Anesthesia Assistant	20.97	21.18	21.39	21.60	21.82	22.04	22.26	22.48	22.71
Appeal Analyst/Clinic	21.32	21.53	21.75	21.97	22.19	22.41	22.63	22.86	23.09
Bone Densitometry Technician	28.70	28.99	29.28	29.57	29.87	30.17	30.47	30.77	31.08
Buyer	27.54	27.81	28.09	28.37	28.66	28.94	29.23	29.53	29.82
Buyer Senior	28.85	29.14	29.43	29.72	30.02	30.32	30.62	30.93	31.24
Buyer/OR	27.54	27.81	28.09	28.37	28.66	28.94	29.23	29.53	29.82
Buyer/Pharmacy	25.83	26.08	26.34	26.61	26.87	27.14	27.41	27.69	27.96
Cancer Registrar	27.57	27.85	28.13	28.41	28.69	28.98	29.27	29.56	29.86
Cancer Registrar Non-Certified	21.89	22.11	22.33	22.56	22.79	23.01	23.24	23.48	23.71
Cardiac Rehabilitation Specialist	24.06	24.30	24.54	24.78	25.03	25.28	25.54	25.79	26.05
Cardiac Electrophysiology Specialist	45.67	46.14	46.61	47.07	47.55	48.02	48.50	48.99	49.48
Cardiac Electrophysiology Specialist Registered	48.26	48.75	49.23	49.73	50.24	50.74	51.25	51.76	52.28
Cardiac Electrophysiology Specialist Registered Lead	50.08	50.58	51.10	51.62	52.13	52.65	53.18	53.71	54.25
Cardiology Technician	21.89	22.11	22.33	22.55	22.78	23.01	23.24	23.47	23.70
Cardiology Technician Coordinator	25.25	25.51	25.76	26.02	26.28	26.54	26.81	27.08	27.35
Cardiovascular Invasive Specialist Certified	44.29	44.74	45.19	45.64	46.11	46.57	47.04	47.51	47.98
Cardiovascular Invasive Specialist Certified Lead	47.50	47.97	48.46	48.95	49.44	49.94	50.44	50.94	51.45
Case Management Assistant	22.02	22.24	22.47	22.69	22.92	23.15	23.38	23.61	23.85
Certified Coder Inpatient/Hospital	34.15	34.42	34.69	34.96	35.24	35.59	35.95	36.31	36.67
Certified Coder Outpatient/Hospital	31.59	31.86	32.13	32.40	32.68	33.00	33.33	33.67	34.00
Certified Coder/Clinic	29.31	29.56	29.81	30.06	30.31	30.61	30.92	31.23	31.54
Charge Capture Specialist/Dialysis	28.02	28.30	28.59	28.87	29.16	29.45	29.75	30.04	30.34
Charge Capture Specialist/Materials Management	28.02	28.30	28.59	28.87	29.16	29.45	29.75	30.04	30.34
Charge Capture Specialist/Oncology	28.02	28.30	28.59	28.87	29.16	29.45	29.75	30.04	30.34
Clerical Assistant	18.67	18.86	19.05	19.24	19.43	19.62	19.82	20.02	20.22
C.N.A.	19.64	19.83	20.03	20.23	20.44	20.64	20.85	21.05	21.27
Coding Assistant	18.67	18.86	19.05	19.24	19.43	19.62	19.82	20.02	20.22
Cook	18.68	18.87	19.06	19.25	19.44	19.63	19.83	20.03	20.23
Copy Center Technician	18.59	18.78	18.97	19.16	19.35	19.54	19.74	19.94	20.13
Credit Balance/Cashier	20.62	20.82	21.03	21.24	21.45	21.67	21.88	22.10	22.32
CS Technician	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16
CS Technician/Float	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16
CT Simulation Technologist	37.85	38.23	38.61	38.99	39.38	39.78	40.18	40.58	40.98
CT Technologist	42.48	42.91	43.34	43.78	44.22	44.66	45.11	45.56	46.01
CT Technologist Lead	43.75	44.19	44.64	45.09	45.54	46.00	46.46	46.92	47.39
CVL Technologist	21.89	22.11	22.33	22.55	22.78	23.01	23.24	23.47	23.70
Data Processor/Clinic	18.96	19.15	19.34	19.53	19.73	19.92	20.12	20.32	20.53
Diagnostic Imaging Aide	18.59	18.78	18.97	19.16	19.35	19.54	19.74	19.94	20.13
Diagnostic Imaging Clerk	19.89	20.09	20.29	20.49	20.70	20.91	21.11	21.33	21.54
Diagnostic Scheduler	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
Dialysis Equipment Technician	24.28	24.50	24.72	24.95	25.17	25.42	25.68	25.93	26.19

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 0-10**

Job Title	0	1	2	3	4	5	6	7	8	9	10
Dialysis Patient Program Coordinator	17.22	17.48	17.74	18.01	18.28	18.55	18.83	19.11	19.40	19.69	19.98
Dialysis Technician	17.72	17.97	18.21	18.47	18.72	18.98	19.24	19.51	19.78	20.06	20.34
Dialysis Technician Coordinator	21.19	21.46	21.75	22.04	22.33	22.63	22.94	23.25	23.55	23.87	24.19
Dispensing Optician	18.49	18.77	19.05	19.34	19.63	19.92	20.22	20.52	20.83	21.14	21.46
Dispensing Optician Apprentice	16.40	16.65	16.90	17.15	17.41	17.67	17.93	18.20	18.47	18.75	19.03
Document Control Specialist/Clinic	13.88	14.09	14.30	14.51	14.73	14.95	15.18	15.40	15.63	15.87	16.11
Dosimetrist	47.43	48.14	48.86	49.59	50.34	51.09	51.86	52.64	53.43	54.23	55.04
ECG Technician	16.34	16.58	16.83	17.08	17.34	17.60	17.87	18.13	18.41	18.68	18.96
Echocardiographer	32.08	32.56	33.07	33.57	34.08	34.59	35.13	35.66	36.20	36.76	37.31
Echocardiographer Lead	33.47	33.97	34.49	35.01	35.55	36.09	36.63	37.20	37.76	38.34	38.92
ED Technician	15.45	15.68	15.92	16.15	16.39	16.64	16.89	17.15	17.40	17.66	17.93
EDI Specialist/Clinic	15.39	15.62	15.85	16.09	16.33	16.57	16.82	17.08	17.33	17.59	17.86
EEG Technician	23.00	23.35	23.70	24.05	24.41	24.78	25.15	25.53	25.91	26.30	26.69
Endoscopy Technician	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92
Endoscopy Technician Certified	15.81	16.04	16.28	16.53	16.78	17.03	17.28	17.54	17.80	18.07	18.34
Environmental Services Lead	13.34	13.54	13.74	13.94	14.15	14.37	14.58	14.80	15.02	15.25	15.48
Environmental Services Technician	12.53	12.71	12.90	13.10	13.29	13.49	13.70	13.90	14.11	14.32	14.54
Environmental Services Technician/OR	13.14	13.34	13.54	13.74	13.95	14.16	14.37	14.58	14.80	15.02	15.25
Environmental Services Technician/Projects	12.53	12.71	12.90	13.10	13.29	13.49	13.70	13.90	14.11	14.32	14.54
Food Service Lead	14.43	14.65	14.87	15.09	15.31	15.55	15.79	16.02	16.26	16.50	16.75
Food Service Worker	12.48	12.67	12.86	13.05	13.25	13.45	13.65	13.86	14.06	14.27	14.49
Food Service/Cashier	12.48	12.67	12.86	13.05	13.25	13.45	13.65	13.86	14.06	14.27	14.49
Grill Cook	13.94	14.15	14.36	14.58	14.80	15.02	15.24	15.47	15.70	15.94	16.18
Health Education Assistant	14.62	14.84	15.06	15.28	15.51	15.75	15.98	16.22	16.47	16.71	16.96
Health Information Technician	14.09	14.31	14.52	14.74	14.96	15.18	15.41	15.64	15.88	16.11	16.36
HIM Coder Assistant	16.52	16.77	17.02	17.28	17.54	17.80	18.07	18.34	18.61	18.89	19.18
HIM Lead/Clinic	14.90	15.13	15.35	15.58	15.82	16.06	16.30	16.54	16.79	17.04	17.30
HIM Lead/Hospital	14.90	15.13	15.35	15.58	15.82	16.06	16.30	16.54	16.79	17.04	17.30
HIM Release of Information Specialist	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
HIM Specialist I/Clinic	13.53	13.73	13.94	14.15	14.36	14.58	14.79	15.02	15.24	15.47	15.70
HIM Specialist II/Clinic	13.94	14.15	14.36	14.58	14.80	15.02	15.24	15.47	15.70	15.94	16.18
HIM Specialist III/Clinic	14.59	14.80	15.03	15.25	15.48	15.71	15.95	16.19	16.43	16.68	16.93
HIM Specialist II/Urology	15.79	16.02	16.26	16.51	16.75	17.00	17.26	17.52	17.78	18.05	18.32
HIM Specialist II/Hospital	14.59	14.80	15.03	15.25	15.48	15.71	15.95	16.19	16.43	16.68	16.93
HIM Specialist III/Hospital	15.70	15.94	16.18	16.42	16.67	16.92	17.17	17.43	17.69	17.95	18.22
HIM Transcription	14.70	14.92	15.14	15.38	15.60	15.84	16.07	16.32	16.55	16.81	17.06
HIM Transcription Systems Coordinator	16.36	16.60	16.85	17.11	17.36	17.62	17.89	18.16	18.43	18.70	18.99
Hyperbaric Technician	15.29	15.52	15.76	15.99	16.23	16.47	16.72	16.97	17.23	17.49	17.75
Implant Coordinator	18.45	18.73	19.01	19.29	19.58	19.88	20.17	20.48	20.78	21.10	21.41
Insurance Authorization Specialist	17.15	17.41	17.67	17.93	18.20	18.47	18.75	19.03	19.32	19.61	19.90
Insurance Billing Follow-Up Specialist/Clinic	15.91	16.15	16.39	16.63	16.88	17.14	17.39	17.66	17.92	18.19	18.46
Insurance Billing Follow-Up Specialist/Hospital	15.91	16.15	16.39	16.63	16.88	17.14	17.39	17.66	17.92	18.19	18.46
Insurance Billing Follow-Up Specialist Lead	17.19	17.43	17.67	17.92	18.16	18.42	18.68	18.93	19.20	19.48	19.74
Insurance Billing System Analyst	16.71	16.96	17.21	17.47	17.73	18.00	18.27	18.54	18.82	19.10	19.39

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 11-21**

Job Title	11	12	13	14	15	16	17	18	19	20	21
Dialysis Patient Program Coordinator	20.28	20.59	20.90	21.21	21.53	21.74	21.96	22.18	22.40	22.62	22.85
Dialysis Technician	20.62	20.91	21.20	21.50	21.79	22.00	22.20	22.41	22.62	22.83	23.04
Dialysis Technician Coordinator	24.52	24.85	25.18	25.52	25.87	26.11	26.34	26.58	26.82	27.07	27.32
Dispensing Optician	21.78	22.11	22.44	22.78	23.11	23.34	23.58	23.81	24.05	24.29	24.54
Dispensing Optician Apprentice	19.32	19.61	19.90	20.20	20.50	20.71	20.91	21.12	21.33	21.55	21.76
Document Control Specialist/Clinic	16.35	16.59	16.84	17.09	17.34	17.52	17.69	17.87	18.05	18.23	18.41
Dosimetrist	55.87	56.70	57.55	58.42	59.29	59.88	60.48	61.08	61.69	62.31	62.93
ECG Technician	19.25	19.53	19.83	20.13	20.42	20.62	20.83	21.04	21.25	21.46	21.67
Echocardiographer	37.88	38.46	39.04	39.64	40.24	40.65	41.06	41.47	41.89	42.31	42.74
Echocardiographer Lead	39.51	40.12	40.72	41.35	41.97	42.40	42.82	43.27	43.70	44.14	44.59
ED Technician	18.19	18.47	18.75	19.02	19.31	19.51	19.70	19.90	20.10	20.30	20.50
EDI Specialist/Clinic	18.12	18.39	18.67	18.95	19.23	19.42	19.62	19.81	20.01	20.21	20.41
EEG Technician	27.09	27.50	27.91	28.33	28.75	29.04	29.33	29.62	29.92	30.22	30.52
Endoscopy Technician	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35
Endoscopy Technician Certified	18.62	18.90	19.18	19.47	19.75	19.95	20.15	20.35	20.55	20.76	20.97
Environmental Services Lead	15.71	15.94	16.18	16.43	16.67	16.83	17.00	17.17	17.34	17.52	17.69
Environmental Services Technician	14.75	14.98	15.20	15.43	15.65	15.81	15.97	16.13	16.29	16.45	16.61
Environmental Services Technician/OR	15.48	15.71	15.95	16.19	16.43	16.60	16.76	16.93	17.10	17.27	17.44
Environmental Services Technician/Projects	14.75	14.98	15.20	15.43	15.65	15.81	15.97	16.13	16.29	16.45	16.61
Food Service Lead	17.00	17.25	17.52	17.77	18.04	18.22	18.41	18.59	18.78	18.96	19.16
Food Service Worker	14.71	14.93	15.15	15.38	15.60	15.76	15.91	16.07	16.23	16.40	16.56
Food Service/Cashier	14.71	14.93	15.15	15.38	15.60	15.76	15.91	16.07	16.23	16.40	16.56
Grill Cook	16.42	16.67	16.92	17.17	17.43	17.60	17.78	17.95	18.13	18.31	18.50
Health Education Assistant	17.22	17.48	17.74	18.00	18.27	18.45	18.63	18.82	19.01	19.20	19.39
Health Information Technician	16.60	16.85	17.10	17.36	17.62	17.80	17.97	18.15	18.34	18.52	18.70
HIM Coder Assistant	19.46	19.76	20.05	20.35	20.65	20.86	21.07	21.28	21.49	21.71	21.92
HIM Lead/Clinic	17.56	17.82	18.09	18.36	18.62	18.81	19.00	19.19	19.38	19.57	19.77
HIM Lead/Hospital	17.56	17.82	18.09	18.36	18.62	18.81	19.00	19.19	19.38	19.57	19.77
HIM Release of Information Specialist	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
HIM Specialist I/Clinic	15.94	16.18	16.42	16.67	16.91	17.08	17.25	17.42	17.60	17.78	17.95
HIM Specialist II/Clinic	16.42	16.67	16.92	17.17	17.43	17.60	17.78	17.95	18.13	18.31	18.50
HIM Specialist III/Clinic	17.18	17.44	17.70	17.97	18.23	18.42	18.60	18.79	18.98	19.16	19.36
HIM Specialist II/Urology	18.59	18.87	19.16	19.44	19.73	19.93	20.13	20.33	20.53	20.74	20.95
HIM Specialist II/Hospital	17.18	17.44	17.70	17.97	18.23	18.42	18.60	18.79	18.98	19.16	19.36
HIM Specialist III/Hospital	18.50	18.77	19.06	19.34	19.63	19.83	20.02	20.22	20.43	20.63	20.84
HIM Transcription	17.31	17.58	17.84	18.10	18.37	18.55	18.74	18.93	19.12	19.31	19.51
HIM Transcription Systems Coordinator	19.27	19.56	19.85	20.15	20.45	20.65	20.86	21.07	21.28	21.49	21.71
Hyperbaric Technician	18.01	18.28	18.56	18.84	19.12	19.31	19.50	19.70	19.89	20.09	20.29
Implant Coordinator	21.73	22.06	22.39	22.73	23.06	23.29	23.53	23.76	24.00	24.24	24.48
Insurance Authorization Specialist	20.20	20.50	20.81	21.12	21.43	21.65	21.86	22.08	22.30	22.53	22.75
Insurance Billing Follow-Up Specialist/Clinic	18.74	19.02	19.31	19.59	19.89	20.08	20.28	20.49	20.69	20.90	21.11
Insurance Billing Follow-Up Specialist/Hospital	18.74	19.02	19.31	19.59	19.89	20.08	20.28	20.49	20.69	20.90	21.11
Insurance Billing Follow-Up Specialist Lead	20.02	20.31	20.58	20.88	21.17	21.36	21.57	21.77	21.98	22.18	22.39
Insurance Billing System Analyst	19.68	19.98	20.28	20.58	20.88	21.09	21.30	21.51	21.73	21.94	22.16

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 22-30**

Job Title	22	23	24	25	26	27	28	29	30
Dialysis Patient Program Coordinator	23.08	23.31	23.54	23.78	24.01	24.25	24.50	24.74	24.99
Dialysis Technician	23.26	23.48	23.70	23.92	24.15	24.39	24.63	24.88	25.13
Dialysis Technician Coordinator	27.56	27.81	28.06	28.32	28.58	28.86	29.15	29.44	29.74
Dispensing Optician	24.78	25.03	25.28	25.53	25.79	26.05	26.31	26.57	26.83
Dispensing Optician Apprentice	21.98	22.20	22.42	22.64	22.87	23.10	23.33	23.56	23.80
Document Control Specialist/Clinic	18.59	18.78	18.97	19.16	19.35	19.54	19.74	19.94	20.13
Dosimetrist	63.56	64.20	64.84	65.49	66.14	66.80	67.47	68.15	68.83
ECG Technician	21.89	22.11	22.33	22.55	22.78	23.01	23.24	23.47	23.70
Echocardiographer	43.17	43.61	44.05	44.50	44.95	45.40	45.85	46.31	46.77
Echocardiographer Lead	45.04	45.49	45.95	46.41	46.88	47.35	47.83	48.30	48.79
ED Technician	20.71	20.91	21.13	21.33	21.55	21.76	21.98	22.20	22.42
EDI Specialist/Clinic	20.62	20.82	21.03	21.24	21.45	21.67	21.88	22.10	22.32
EEG Technician	30.83	31.13	31.44	31.76	32.08	32.40	32.72	33.05	33.38
Endoscopy Technician	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16
Endoscopy Technician Certified	21.18	21.39	21.60	21.82	22.04	22.26	22.48	22.70	22.93
Environmental Services Lead	17.87	18.05	18.23	18.41	18.59	18.78	18.97	19.16	19.35
Environmental Services Technician	16.78	16.95	17.12	17.29	17.46	17.64	17.81	17.99	18.17
Environmental Services Technician/OR	17.62	17.79	17.97	18.15	18.33	18.51	18.70	18.89	19.08
Environmental Services Technician/Projects	16.78	16.95	17.12	17.29	17.46	17.64	17.81	17.99	18.17
Food Service Lead	19.34	19.54	19.73	19.94	20.13	20.33	20.54	20.74	20.95
Food Service Worker	16.73	16.89	17.06	17.23	17.40	17.58	17.75	17.93	18.11
Food Service/Cashier	16.73	16.89	17.06	17.23	17.40	17.58	17.75	17.93	18.11
Grill Cook	18.68	18.87	19.06	19.25	19.44	19.63	19.83	20.03	20.23
Health Education Assistant	19.58	19.78	19.98	20.18	20.38	20.58	20.79	21.00	21.21
Health Information Technician	18.89	19.08	19.27	19.46	19.66	19.85	20.05	20.25	20.46
HIM Coder Assistant	22.14	22.37	22.59	22.81	23.04	23.27	23.51	23.74	23.98
HIM Lead/Clinic	19.97	20.17	20.37	20.57	20.78	20.99	21.20	21.41	21.62
HIM Lead/Hospital	19.97	20.17	20.37	20.57	20.78	20.99	21.20	21.41	21.62
HIM Release of Information Specialist	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
HIM Specialist I/Clinic	18.13	18.31	18.50	18.68	18.87	19.06	19.25	19.44	19.63
HIM Specialist II/Clinic	18.68	18.87	19.06	19.25	19.44	19.63	19.83	20.03	20.23
HIM Specialist III/Clinic	19.55	19.75	19.94	20.14	20.34	20.55	20.75	20.96	21.17
HIM Specialist II/Urology	21.15	21.37	21.58	21.80	22.01	22.23	22.46	22.68	22.91
HIM Specialist II/Hospital	19.55	19.75	19.94	20.14	20.34	20.55	20.75	20.96	21.17
HIM Specialist III/Hospital	21.04	21.26	21.47	21.68	21.90	22.12	22.34	22.56	22.79
HIM Transcription	19.70	19.90	20.09	20.30	20.50	20.71	20.91	21.12	21.33
HIM Transcription Systems Coordinator	21.92	22.14	22.36	22.59	22.81	23.04	23.27	23.51	23.74
Hyperbaric Technician	20.50	20.70	20.91	21.12	21.33	21.54	21.76	21.97	22.19
Implant Coordinator	24.73	24.97	25.22	25.48	25.73	25.99	26.25	26.51	26.77
Insurance Authorization Specialist	22.98	23.21	23.44	23.68	23.91	24.15	24.39	24.64	24.88
Insurance Billing Follow-Up Specialist/Clinic	21.32	21.53	21.75	21.97	22.19	22.41	22.63	22.86	23.09
Insurance Billing Follow-Up Specialist/Hospital	21.32	21.53	21.75	21.97	22.19	22.41	22.63	22.86	23.09
Insurance Billing Follow-Up Specialist Lead	22.60	22.82	23.03	23.25	23.46	23.70	23.93	24.17	24.41
Insurance Billing System Analyst	22.39	22.61	22.84	23.06	23.29	23.53	23.76	24.00	24.24

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase



**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 0-10**

Job Title	0	1	2	3	4	5	6	7	8	9	10
Interpreter	17.14	17.40	17.66	17.92	18.19	18.46	18.74	19.02	19.31	19.60	19.89
Interpreter Services Scheduler	13.62	13.83	14.03	14.24	14.46	14.68	14.90	15.12	15.35	15.58	15.81
Inventory Control Specialist	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92
Language Translator	18.16	18.42	18.68	18.95	19.21	19.49	19.76	20.05	20.33	20.62	20.91
Mailroom Technician	13.33	13.52	13.73	13.93	14.14	14.35	14.57	14.79	15.01	15.24	15.46
Maintenance Engineer	21.54	21.86	22.19	22.52	22.86	23.20	23.54	23.90	24.26	24.62	24.99
Maintenance Engineer Lead	22.56	22.90	23.25	23.60	23.94	24.30	24.67	25.04	25.41	25.80	26.18
Maintenance Technician	18.43	18.71	18.99	19.27	19.56	19.85	20.15	20.45	20.76	21.07	21.39
Materials Management Analyst	23.06	23.41	23.76	24.12	24.48	24.84	25.22	25.60	25.98	26.37	26.76
Materials Management Assistant	16.43	16.68	16.93	17.18	17.44	17.70	17.97	18.24	18.51	18.79	19.07
Medical Assistant	17.12	17.35	17.58	17.82	18.06	18.30	18.55	18.80	19.05	19.31	19.57
Medical Assistant - Cardiology	17.53	17.76	18.00	18.24	18.49	18.74	18.99	19.25	19.51	19.78	20.05
Medical Assistant - Dermatology	17.53	17.76	18.00	18.24	18.49	18.74	18.99	19.25	19.51	19.78	20.05
Medical Assistant - Orthopedic	17.53	17.76	18.00	18.24	18.49	18.74	18.99	19.25	19.51	19.78	20.05
Medical Assistant - Urology	17.53	17.76	18.00	18.24	18.49	18.74	18.99	19.25	19.51	19.78	20.05
Medical Assistant II	18.05	18.30	18.54	18.79	19.05	19.30	19.56	19.83	20.10	20.37	20.65
Medical Receptionist I	13.93	14.14	14.35	14.57	14.78	15.01	15.23	15.46	15.69	15.93	16.17
Medical Receptionist II	14.75	14.97	15.20	15.42	15.65	15.89	16.13	16.37	16.62	16.86	17.12
Medical Receptionist II Lead	15.57	15.80	16.04	16.28	16.53	16.77	17.02	17.28	17.54	17.80	18.07
Mental Health Assistant	17.35	17.61	17.88	18.15	18.42	18.69	18.97	19.26	19.55	19.84	20.14
Monitor Technician	15.26	15.49	15.72	15.96	16.20	16.44	16.69	16.94	17.19	17.45	17.71
MRI Technologist	31.43	31.90	32.38	32.86	33.35	33.86	34.36	34.88	35.40	35.93	36.47
MRI Technologist Lead	32.90	33.40	33.90	34.41	34.92	35.45	35.98	36.52	37.06	37.62	38.18
MSW-Case Management	29.07	29.51	29.95	30.40	30.85	31.31	31.79	32.27	32.75	33.24	33.73
MSW-Hospice	29.07	29.51	29.95	30.40	30.85	31.31	31.79	32.27	32.75	33.24	33.73
MSW-Kidney Dialysis	29.07	29.51	29.95	30.40	30.85	31.31	31.79	32.27	32.75	33.24	33.73
MSW-Oncology	29.07	29.51	29.95	30.40	30.85	31.31	31.79	32.27	32.75	33.24	33.73
MSW-Palliative Medicine	29.07	29.51	29.95	30.40	30.85	31.31	31.79	32.27	32.75	33.24	33.73
Nuclear Medicine Technologist	31.67	32.15	32.63	33.12	33.62	34.12	34.63	35.15	35.68	36.21	36.76
Nuclear Medicine Technologist Lead	32.98	33.48	33.98	34.49	35.01	35.53	36.07	36.61	37.16	37.71	38.28
Nutrition Aide	13.26	13.46	13.66	13.87	14.08	14.29	14.50	14.72	14.94	15.17	15.39
Office Assistant/Hospice	13.88	14.09	14.30	14.51	14.73	14.95	15.18	15.40	15.63	15.87	16.11
Office Assistant/Patient Accounting/Hospital	13.88	14.09	14.30	14.51	14.73	14.95	15.18	15.40	15.63	15.87	16.11
Optometric Technician	17.03	17.28	17.54	17.80	18.07	18.34	18.62	18.90	19.18	19.47	19.76
OR Assistant I	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92
OR Assistant II	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92
Orthopedic Technician	16.94	17.19	17.46	17.71	17.98	18.25	18.52	18.80	19.09	19.36	19.66
Painter	20.33	20.63	20.94	21.26	21.58	21.89	22.23	22.56	22.90	23.25	23.60
Patient Access Lead	16.52	16.77	17.02	17.28	17.54	17.80	18.07	18.34	18.61	18.89	19.18
Patient Access Systems Coordinator	16.38	16.63	16.87	17.13	17.38	17.65	17.91	18.18	18.45	18.73	19.01
Patient Accounts Representative	15.52	15.75	15.99	16.23	16.47	16.72	16.97	17.22	17.48	17.74	18.01
Patient Accounts Representative Lead	16.34	16.58	16.83	17.08	17.34	17.60	17.87	18.13	18.41	18.68	18.96
Patient Companion	9.71	9.74	9.88	10.03	10.18	10.34	10.49	10.65	10.81	10.97	11.13
Patient Registration Specialist I	13.74	13.94	14.16	14.36	14.58	14.80	15.02	15.24	15.48	15.70	15.94

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 11-21**

Job Title	11	12	13	14	15	16	17	18	19	20	21
Interpreter	20.19	20.49	20.80	21.11	21.42	21.64	21.85	22.07	22.29	22.52	22.74
Interpreter Services Scheduler	16.05	16.29	16.53	16.78	17.03	17.20	17.37	17.54	17.72	17.89	18.07
Inventory Control Specialist	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35
Language Translator	21.21	21.52	21.82	22.13	22.45	22.66	22.88	23.10	23.32	23.54	23.77
Mailroom Technician	15.70	15.93	16.17	16.41	16.66	16.82	16.99	17.16	17.33	17.51	17.68
Maintenance Engineer	25.37	25.75	26.14	26.53	26.93	27.19	27.47	27.74	28.01	28.30	28.58
Maintenance Engineer Lead	26.58	26.98	27.38	27.79	28.20	28.48	28.76	29.05	29.35	29.63	29.93
Maintenance Technician	21.71	22.03	22.37	22.70	23.03	23.26	23.49	23.73	23.97	24.21	24.45
Materials Management Analyst	27.17	27.57	27.99	28.41	28.82	29.11	29.40	29.70	29.99	30.29	30.60
Materials Management Assistant	19.35	19.64	19.94	20.24	20.54	20.75	20.95	21.16	21.38	21.59	21.80
Medical Assistant	19.84	20.11	20.38	20.66	20.94	21.13	21.32	21.52	21.72	21.92	22.12
Medical Assistant - Cardiology	20.32	20.60	20.88	21.17	21.45	21.65	21.85	22.05	22.25	22.45	22.66
Medical Assistant - Dermatology	20.32	20.60	20.88	21.17	21.45	21.65	21.85	22.05	22.25	22.45	22.66
Medical Assistant - Orthopedic	20.32	20.60	20.88	21.17	21.45	21.65	21.85	22.05	22.25	22.45	22.66
Medical Assistant - Urology	20.32	20.60	20.88	21.17	21.45	21.65	21.85	22.05	22.25	22.45	22.66
Medical Assistant II	20.93	21.22	21.51	21.80	22.10	22.30	22.50	22.71	22.92	23.13	23.34
Medical Receptionist I	16.41	16.65	16.90	17.16	17.41	17.59	17.76	17.94	18.12	18.30	18.49
Medical Receptionist II	17.37	17.64	17.90	18.17	18.44	18.62	18.81	19.00	19.19	19.38	19.57
Medical Receptionist II Lead	18.34	18.62	18.89	19.18	19.46	19.66	19.86	20.05	20.26	20.46	20.66
Mental Health Assistant	20.44	20.75	21.06	21.37	21.69	21.91	22.12	22.35	22.57	22.80	23.02
Monitor Technician	17.98	18.25	18.52	18.80	19.08	19.27	19.46	19.65	19.85	20.05	20.25
MRI Technologist	37.02	37.57	38.14	38.71	39.28	39.67	40.07	40.47	40.87	41.28	41.69
MRI Technologist Lead	38.76	39.34	39.93	40.53	41.12	41.53	41.95	42.37	42.79	43.22	43.65
MSW-Case Management	34.25	34.76	35.28	35.80	36.34	36.70	37.06	37.43	37.81	38.19	38.57
MSW-Hospice	34.25	34.76	35.28	35.80	36.34	36.70	37.06	37.43	37.81	38.19	38.57
MSW-Kidney Dialysis	34.25	34.76	35.28	35.80	36.34	36.70	37.06	37.43	37.81	38.19	38.57
MSW-Oncology	34.25	34.76	35.28	35.80	36.34	36.70	37.06	37.43	37.81	38.19	38.57
MSW-Palliative Medicine	34.25	34.76	35.28	35.80	36.34	36.70	37.06	37.43	37.81	38.19	38.57
Nuclear Medicine Technologist	37.31	37.87	38.44	39.01	39.59	39.98	40.38	40.78	41.19	41.60	42.02
Nuclear Medicine Technologist Lead	38.85	39.44	40.03	40.63	41.23	41.64	42.05	42.47	42.90	43.33	43.76
Nutrition Aide	15.62	15.86	16.10	16.34	16.57	16.74	16.91	17.08	17.25	17.42	17.59
Office Assistant/Hospice	16.35	16.59	16.84	17.09	17.34	17.52	17.69	17.87	18.05	18.23	18.41
Office Assistant/Patient Accounting/Hospital	16.35	16.59	16.84	17.09	17.34	17.52	17.69	17.87	18.05	18.23	18.41
Optometric Technician	20.05	20.36	20.66	20.97	21.28	21.49	21.71	21.92	22.14	22.36	22.59
OR Assistant I	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35
OR Assistant II	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35
Orthopedic Technician	19.95	20.25	20.55	20.86	21.17	21.37	21.60	21.80	22.03	22.24	22.47
Painter	23.94	24.30	24.67	25.04	25.41	25.67	25.92	26.18	26.45	26.70	26.98
Patient Access Lead	19.46	19.76	20.05	20.35	20.65	20.86	21.07	21.28	21.49	21.71	21.92
Patient Access Systems Coordinator	19.29	19.58	19.88	20.18	20.47	20.67	20.88	21.09	21.30	21.51	21.73
Patient Accounts Representative	18.28	18.55	18.83	19.12	19.39	19.59	19.78	19.98	20.18	20.38	20.59
Patient Accounts Representative Lead	19.25	19.53	19.83	20.13	20.42	20.62	20.83	21.04	21.25	21.46	21.67
Patient Companion	11.30	11.47	11.64	11.82	11.99	12.11	12.23	12.36	12.48	12.60	12.73
Patient Registration Specialist I	16.17	16.42	16.67	16.92	17.17	17.34	17.52	17.69	17.87	18.05	18.22

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 22-30**

Job Title	22	23	24	25	26	27	28	29	30
Interpreter	22.97	23.20	23.43	23.66	23.90	24.14	24.38	24.62	24.87
Interpreter Services Scheduler	18.25	18.44	18.62	18.81	18.99	19.18	19.38	19.57	19.77
Inventory Control Specialist	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16
Language Translator	23.99	24.22	24.45	24.69	24.93	25.17	25.43	25.68	25.94
Mailroom Technician	17.86	18.04	18.22	18.40	18.58	18.77	18.96	19.15	19.34
Maintenance Engineer	28.86	29.15	29.45	29.75	30.04	30.34	30.65	30.95	31.26
Maintenance Engineer Lead	30.23	30.53	30.84	31.15	31.46	31.77	32.09	32.41	32.73
Maintenance Technician	24.69	24.94	25.19	25.44	25.70	25.95	26.21	26.47	26.74
Materials Management Analyst	30.90	31.21	31.52	31.84	32.16	32.48	32.80	33.13	33.46
Materials Management Assistant	22.02	22.24	22.47	22.69	22.92	23.15	23.38	23.61	23.85
Medical Assistant	22.32	22.52	22.73	22.94	23.15	23.38	23.62	23.85	24.09
Medical Assistant - Cardiology	22.87	23.08	23.29	23.51	23.72	23.96	24.20	24.44	24.69
Medical Assistant - Dermatology	22.87	23.08	23.29	23.51	23.72	23.96	24.20	24.44	24.69
Medical Assistant - Orthopedic	22.87	23.08	23.29	23.51	23.72	23.96	24.20	24.44	24.69
Medical Assistant - Urology	22.87	23.08	23.29	23.51	23.72	23.96	24.20	24.44	24.69
Medical Assistant II	23.56	23.77	23.99	24.21	24.44	24.68	24.93	25.18	25.43
Medical Receptionist I	18.67	18.86	19.05	19.24	19.43	19.62	19.82	20.02	20.22
Medical Receptionist II	19.77	19.97	20.17	20.37	20.57	20.78	20.99	21.20	21.41
Medical Receptionist II Lead	20.87	21.08	21.29	21.50	21.72	21.93	22.15	22.37	22.60
Mental Health Assistant	23.25	23.49	23.72	23.96	24.20	24.44	24.68	24.93	25.18
Monitor Technician	20.45	20.66	20.86	21.07	21.28	21.49	21.71	21.93	22.15
MRI Technologist	42.11	42.53	42.96	43.39	43.82	44.26	44.70	45.15	45.60
MRI Technologist Lead	44.09	44.53	44.98	45.43	45.88	46.34	46.80	47.27	47.74
MSW-Case Management	38.96	39.35	39.74	40.14	40.54	40.94	41.35	41.77	42.18
MSW-Hospice	38.96	39.35	39.74	40.14	40.54	40.94	41.35	41.77	42.18
MSW-Kidney Dialysis	38.96	39.35	39.74	40.14	40.54	40.94	41.35	41.77	42.18
MSW-Oncology	38.96	39.35	39.74	40.14	40.54	40.94	41.35	41.77	42.18
MSW-Palliative Medicine	38.96	39.35	39.74	40.14	40.54	40.94	41.35	41.77	42.18
Nuclear Medicine Technologist	42.44	42.87	43.29	43.73	44.16	44.61	45.05	45.50	45.96
Nuclear Medicine Technologist Lead	44.20	44.64	45.09	45.54	45.99	46.45	46.92	47.39	47.86
Nutrition Aide	17.77	17.95	18.13	18.31	18.49	18.68	18.86	19.05	19.24
Office Assistant/Hospice	18.59	18.78	18.97	19.16	19.35	19.54	19.74	19.94	20.13
Office Assistant/Patient Accounting/Hospital	18.59	18.78	18.97	19.16	19.35	19.54	19.74	19.94	20.13
Optometric Technician	22.81	23.04	23.27	23.51	23.74	23.98	24.22	24.46	24.70
OR Assistant I	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16
OR Assistant II	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16
Orthopedic Technician	22.69	22.93	23.14	23.38	23.62	23.85	24.09	24.33	24.57
Painter	27.24	27.51	27.79	28.06	28.35	28.64	28.92	29.21	29.50
Patient Access Lead	22.14	22.37	22.59	22.81	23.04	23.27	23.51	23.74	23.98
Patient Access Systems Coordinator	21.95	22.17	22.39	22.61	22.84	23.07	23.30	23.53	23.76
Patient Accounts Representative	20.79	21.00	21.21	21.42	21.64	21.85	22.07	22.29	22.51
Patient Accounts Representative Lead	21.89	22.11	22.33	22.55	22.78	23.01	23.24	23.47	23.70
Patient Companion	12.86	12.99	13.12	13.25	13.38	13.51	13.65	13.79	13.92
Patient Registration Specialist I	18.41	18.59	18.78	18.97	19.16	19.35	19.54	19.74	19.94

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 1-10**

Job Title	0	1	2	3	4	5	6	7	8	9	10
Patient Registration Specialist II	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
Patient Registration Specialist/Hospice	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
Patient Services Coordinator	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
Patient Portal Service Representative	15.52	15.75	15.99	16.23	16.47	16.72	16.97	17.22	17.48	17.74	18.01
Patient Services Representative	15.52	15.75	15.99	16.23	16.47	16.72	16.97	17.22	17.48	17.74	18.01
Patient Services Secretary	16.33	16.57	16.82	17.07	17.33	17.59	17.85	18.12	18.39	18.67	18.95
Patient Services Secretary Lead	16.95	17.21	17.47	17.73	17.99	18.26	18.54	18.82	19.10	19.38	19.68
Performance Improvement Assistant	18.27	18.54	18.82	19.10	19.39	19.68	19.97	20.27	20.58	20.88	21.20
Pharmacy Assistant	13.41	13.61	13.81	14.02	14.23	14.44	14.66	14.88	15.10	15.33	15.56
Pharmacy Technician/Clinic	16.49	16.74	16.99	17.25	17.50	17.77	18.03	18.30	18.58	18.86	19.14
Pharmacy Technician/Clinic Lead	17.74	17.99	18.24	18.50	18.75	19.02	19.28	19.55	19.83	20.11	20.39
Pharmacy Technician/Hospital	18.22	18.50	18.78	19.06	19.34	19.63	19.93	20.23	20.53	20.84	21.15
Physical Therapy Assistant	20.91	21.22	21.54	21.87	22.19	22.53	22.86	23.21	23.55	23.91	24.27
Polysomnographic Technologist Registered	25.70	26.08	26.47	26.87	27.27	27.68	28.10	28.52	28.95	29.38	29.82
Prep Cook	13.13	13.33	13.53	13.73	13.94	14.15	14.36	14.57	14.79	15.01	15.24
Pulmonary Rehabilitation Specialist	17.95	18.22	18.49	18.77	19.05	19.33	19.62	19.92	20.22	20.52	20.83
Radiation Therapist	34.10	34.61	35.13	35.66	36.19	36.74	37.29	37.85	38.42	38.99	39.58
Radiation Therapist Lead	35.54	36.07	36.61	37.16	37.72	38.28	38.86	39.44	40.03	40.63	41.24
Radiation Therapist Unlicensed	23.88	24.24	24.60	24.97	25.35	25.73	26.11	26.51	26.90	27.31	27.72
Radiologic Technician	19.77	20.07	20.37	20.68	20.99	21.30	21.62	21.94	22.27	22.61	22.95
Radiologic Technologist	25.19	25.57	25.96	26.35	26.74	27.14	27.55	27.96	28.38	28.81	29.24
Radiologic Technologist Lead	26.42	26.82	27.22	27.63	28.05	28.47	28.89	29.33	29.77	30.21	30.67
Reprographic Technician	17.22	17.48	17.74	18.01	18.28	18.55	18.83	19.11	19.40	19.69	19.99
Respiratory Therapist/Certified	23.16	23.51	23.86	24.22	24.58	24.95	25.33	25.71	26.09	26.48	26.88
Respiratory Therapist/Registered	25.95	26.34	26.73	27.13	27.54	27.95	28.37	28.80	29.23	29.67	30.11
Respiratory Therapist/Registered Eligible	25.10	25.48	25.86	26.25	26.64	27.04	27.44	27.86	28.27	28.70	29.13
Security Officer	15.12	15.35	15.58	15.81	16.05	16.29	16.53	16.78	17.03	17.29	17.55
SPD Technician	15.53	15.76	16.00	16.24	16.48	16.73	16.98	17.23	17.49	17.76	18.02
SPD Technician/Certified	15.94	16.18	16.42	16.67	16.92	17.17	17.43	17.69	17.95	18.22	18.50
Surgery Schedule Coordinator	17.36	17.62	17.89	18.16	18.43	18.71	18.99	19.27	19.56	19.85	20.15
Surgery Scheduler/Clinic	17.36	17.62	17.89	18.16	18.43	18.71	18.99	19.27	19.56	19.85	20.15
Surgery Scheduler/Hospital	17.36	17.62	17.89	18.16	18.43	18.71	18.99	19.27	19.56	19.85	20.15
Surgery Scheduler/Urology	17.36	17.62	17.89	18.16	18.43	18.71	18.99	19.27	19.56	19.85	20.15
Surgical Technician	20.48	20.79	21.10	21.41	21.74	22.06	22.39	22.73	23.07	23.42	23.77
Surgical Technician OB	17.51	17.77	18.05	18.32	18.60	18.88	19.17	19.46	19.76	20.06	20.37
Switchboard Operator	13.11	13.31	13.51	13.71	13.91	14.12	14.33	14.55	14.77	14.99	15.21
Switchboard Receptionist	13.80	14.00	14.21	14.43	14.64	14.86	15.09	15.31	15.54	15.77	16.01
Trauma Coordinator Assistant	16.43	16.68	16.93	17.18	17.44	17.70	17.97	18.24	18.51	18.79	19.07
Ultrasonographer	34.38	34.90	35.44	35.98	36.53	37.07	37.64	38.21	38.80	39.39	39.99
Ultrasonographer Lead	37.21	37.78	38.35	38.94	39.53	40.13	40.74	41.36	41.99	42.63	43.28
Unit Assistant I	15.58	15.81	16.05	16.29	16.54	16.78	17.04	17.29	17.55	17.81	18.08
Unit Assistant II	16.36	16.60	16.85	17.11	17.36	17.62	17.89	18.16	18.43	18.70	18.99
Utilization Specialist	20.56	20.87	21.18	21.50	21.82	22.15	22.48	22.82	23.16	23.51	23.86
Volunteer Coordinator	17.22	17.48	17.74	18.01	18.28	18.55	18.83	19.11	19.40	19.69	19.98
Warehouse Receiving Technician	14.03	14.24	14.46	14.67	14.89	15.12	15.34	15.57	15.81	16.04	16.28
Warehouse Receiving Technician Lead	14.85	15.08	15.30	15.53	15.76	16.00	16.24	16.48	16.73	16.98	17.24
Wound Program Lead	15.44	15.67	15.90	16.14	16.38	16.63	16.88	17.13	17.39	17.65	17.91
Wound Technician	14.58	14.79	15.02	15.24	15.47	15.70	15.94	16.18	16.42	16.67	16.92

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 11-21**

Job Title	11	12	13	14	15	16	17	18	19	20	21
Patient Registration Specialist II	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
Patient Registration Specialist/Hospice	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
Patient Services Coordinator	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
Patient Portal Service Representative	18.28	18.55	18.83	19.12	19.39	19.59	19.78	19.98	20.18	20.38	20.59
Patient Services Representative	18.28	18.55	18.83	19.12	19.39	19.59	19.78	19.98	20.18	20.38	20.59
Patient Services Secretary	19.23	19.52	19.82	20.11	20.41	20.61	20.82	21.03	21.24	21.45	21.66
Patient Services Secretary Lead	19.97	20.27	20.57	20.88	21.19	21.40	21.61	21.83	22.05	22.27	22.49
Performance Improvement Assistant	21.52	21.84	22.17	22.50	22.83	23.06	23.29	23.52	23.75	23.99	24.23
Pharmacy Assistant	15.79	16.03	16.27	16.51	16.76	16.93	17.10	17.27	17.44	17.61	17.79
Pharmacy Technician/Clinic	19.43	19.72	20.01	20.31	20.61	20.82	21.03	21.24	21.45	21.66	21.88
Pharmacy Technician/Clinic Lead	20.68	20.97	21.26	21.56	21.86	22.07	22.28	22.49	22.70	22.91	23.13
Pharmacy Technician/Hospital	21.47	21.79	22.12	22.45	22.79	23.01	23.24	23.48	23.71	23.95	24.19
Physical Therapy Assistant	24.63	25.00	25.38	25.76	26.14	26.40	26.66	26.93	27.20	27.47	27.75
Polysomnographic Technologist Registered	30.27	30.72	31.18	31.65	32.12	32.44	32.77	33.10	33.43	33.76	34.10
Prep Cook	15.47	15.70	15.93	16.17	16.41	16.57	16.74	16.91	17.08	17.25	17.42
Pulmonary Rehabilitation Specialist	21.14	21.46	21.78	22.11	22.44	22.66	22.89	23.12	23.35	23.58	23.82
Radiation Therapist	40.17	40.77	41.38	42.01	42.63	43.06	43.49	43.92	44.36	44.80	45.25
Radiation Therapist Lead	41.86	42.49	43.13	43.77	44.42	44.87	45.32	45.77	46.23	46.69	47.16
Radiation Therapist Unlicensed	28.13	28.55	28.98	29.42	29.86	30.16	30.46	30.76	31.07	31.38	31.70
Radiologic Technician	23.29	23.64	23.99	24.35	24.71	24.96	25.21	25.46	25.72	25.97	26.23
Radiologic Technologist	29.68	30.12	30.57	31.03	31.50	31.81	32.13	32.45	32.78	33.10	33.44
Radiologic Technologist Lead	31.13	31.59	32.07	32.55	33.04	33.37	33.70	34.04	34.38	34.72	35.07
Reprographic Technician	20.29	20.59	20.90	21.21	21.53	21.74	21.96	22.18	22.40	22.62	22.85
Respiratory Therapist/Certified	27.29	27.69	28.11	28.53	28.95	29.24	29.53	29.83	30.12	30.43	30.73
Respiratory Therapist/Registered	30.56	31.02	31.49	31.96	32.44	32.76	33.09	33.42	33.75	34.09	34.43
Respiratory Therapist/Registered Eligible	29.57	30.01	30.46	30.92	31.37	31.68	32.00	32.32	32.64	32.97	33.30
Security Officer	17.81	18.08	18.35	18.62	18.90	19.09	19.28	19.47	19.67	19.87	20.06
SPD Technician	18.29	18.57	18.84	19.13	19.41	19.61	19.80	20.00	20.20	20.40	20.61
SPD Technician/Certified	18.78	19.06	19.34	19.63	19.93	20.13	20.33	20.53	20.74	20.94	21.15
Surgery Schedule Coordinator	20.45	20.76	21.07	21.39	21.70	21.92	22.14	22.36	22.58	22.81	23.03
Surgery Scheduler/Clinic	20.45	20.76	21.07	21.39	21.70	21.92	22.14	22.36	22.58	22.81	23.03
Surgery Scheduler/Hospital	20.45	20.76	21.07	21.39	21.70	21.92	22.14	22.36	22.58	22.81	23.03
Surgery Scheduler/Urology	20.45	20.76	21.07	21.39	21.70	21.92	22.14	22.36	22.58	22.81	23.03
Surgical Technician	24.12	24.49	24.85	25.23	25.60	25.86	26.12	26.38	26.64	26.91	27.18
Surgical Technician OB	20.67	20.99	21.31	21.63	21.96	22.17	22.40	22.62	22.85	23.07	23.31
Switchboard Operator	15.44	15.67	15.91	16.15	16.39	16.55	16.72	16.89	17.06	17.23	17.40
Switchboard Receptionist	16.25	16.50	16.74	16.99	17.25	17.42	17.60	17.77	17.95	18.13	18.31
Trauma Coordinator Assistant	19.35	19.64	19.94	20.24	20.54	20.75	20.95	21.16	21.38	21.59	21.80
Ultrasonographer	40.59	41.21	41.85	42.48	43.13	43.56	44.01	44.44	44.90	45.35	45.81
Ultrasonographer Lead	43.94	44.61	45.29	45.97	46.68	47.14	47.62	48.11	48.59	49.08	49.58
Unit Assistant I	18.35	18.63	18.91	19.19	19.48	19.67	19.87	20.07	20.27	20.47	20.67
Unit Assistant II	19.27	19.56	19.85	20.15	20.45	20.65	20.86	21.07	21.28	21.49	21.71
Utilization Specialist	24.22	24.58	24.95	25.33	25.71	25.96	26.22	26.49	26.75	27.02	27.29
Volunteer Coordinator	20.28	20.59	20.90	21.21	21.53	21.74	21.96	22.18	22.40	22.62	22.85
Warehouse Receiving Technician	16.53	16.78	17.03	17.28	17.54	17.71	17.89	18.07	18.25	18.43	18.62
Warehouse Receiving Technician Lead	17.50	17.76	18.02	18.29	18.56	18.75	18.94	19.13	19.32	19.51	19.70
Wound Program Lead	18.18	18.46	18.73	19.01	19.29	19.48	19.68	19.88	20.07	20.27	20.48
Wound Technician	17.17	17.43	17.69	17.95	18.22	18.41	18.59	18.78	18.96	19.15	19.35

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**APPENDIX B - WAGE STEP SCALE (8-26-16)\***

**STEPS 22-30**

Job Title	22	23	24	25	26	27	28	29	30
Patient Registration Specialist II	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
Patient Registration Specialist/Hospice	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
Patient Services Coordinator	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
Patient Portal Service Representative	20.79	21.00	21.21	21.42	21.64	21.85	22.07	22.29	22.51
Patient Services Representative	20.79	21.00	21.21	21.42	21.64	21.85	22.07	22.29	22.51
Patient Services Secretary	21.88	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69
Patient Services Secretary Lead	22.72	22.94	23.17	23.40	23.64	23.87	24.11	24.35	24.60
Performance Improvement Assistant	24.47	24.72	24.97	25.21	25.47	25.72	25.98	26.24	26.50
Pharmacy Assistant	17.97	18.15	18.33	18.51	18.70	18.88	19.07	19.26	19.46
Pharmacy Technician/Clinic	22.10	22.32	22.54	22.77	23.00	23.23	23.46	23.69	23.93
Pharmacy Technician/Clinic Lead	23.35	23.57	23.79	24.02	24.25	#REF!	#REF!	#REF!	#REF!
Pharmacy Technician/Hospital	24.43	24.67	24.92	25.17	25.42	25.68	25.93	26.19	26.45
Physical Therapy Assistant	28.02	28.30	28.59	28.87	29.16	29.45	29.75	30.04	30.34
Polysomnographic Technologist Registered	34.44	34.79	35.13	35.48	35.84	36.20	36.56	36.93	37.29
Prep Cook	17.59	17.77	17.95	18.13	18.31	18.49	18.68	18.86	19.05
Pulmonary Rehabilitation Specialist	24.06	24.30	24.54	24.78	25.03	25.28	25.54	25.79	26.05
Radiation Therapist	45.70	46.16	46.62	47.09	47.56	48.04	48.52	49.00	49.49
Radiation Therapist Lead	47.63	48.10	48.59	49.07	49.56	50.06	50.56	51.06	51.57
Radiation Therapist Unlicensed	32.01	32.33	32.66	32.98	33.31	33.65	33.98	34.32	34.66
Radiologic Technician	26.50	26.76	27.03	27.30	27.57	27.85	28.13	28.41	28.69
Radiologic Technologist	33.77	34.11	34.45	34.79	35.14	35.49	35.85	36.21	36.57
Radiologic Technologist Lead	35.42	35.77	36.13	36.49	36.86	37.23	37.60	37.97	38.35
Reprographic Technician	23.08	23.31	23.54	23.78	24.01	24.25	24.50	24.74	24.99
Respiratory Therapist/Certified	31.04	31.35	31.66	31.98	32.30	32.62	32.95	33.28	33.61
Respiratory Therapist/Registered	34.78	35.12	35.48	35.83	36.19	36.55	36.92	37.29	37.66
Respiratory Therapist/Registered Eligible	33.63	33.97	34.31	34.65	35.00	35.35	35.70	36.06	36.42
Security Officer	20.26	20.47	20.67	20.88	21.09	21.30	21.51	21.73	21.94
SPD Technician	20.81	21.02	21.23	21.44	21.66	21.88	22.09	22.32	22.54
SPD Technician/Certified	21.36	21.58	21.79	22.01	22.23	22.45	22.68	22.90	23.13
Surgery Schedule Coordinator	23.26	23.50	23.73	23.97	24.21	24.45	24.70	24.94	25.19
Surgery Scheduler/Clinic	23.26	23.50	23.73	23.97	24.21	24.45	24.70	24.94	25.19
Surgery Scheduler/Hospital	23.26	23.50	23.73	23.97	24.21	24.45	24.70	24.94	25.19
Surgery Scheduler/Urology	23.26	23.50	23.73	23.97	24.21	24.45	24.70	24.94	25.19
Surgical Technician	27.45	27.73	28.00	28.28	28.57	28.85	29.14	29.43	29.73
Surgical Technician OB	23.53	23.77	24.01	24.25	24.50	24.74	24.99	25.24	25.49
Switchboard Operator	17.57	17.75	17.93	18.10	18.29	18.47	18.65	18.84	19.03
Switchboard Receptionist	18.50	18.68	18.87	19.06	19.25	19.44	19.63	19.83	20.03
Trauma Coordinator Assistant	22.02	22.24	22.47	22.69	22.92	23.15	23.38	23.61	23.85
Ultrasonographer	46.27	46.74	47.21	47.68	48.17	48.65	49.14	49.63	50.12
Ultrasonographer Lead	50.08	50.58	51.10	51.62	52.13	52.65	53.18	53.71	54.25
Unit Assistant I	20.88	21.09	21.30	21.51	21.73	21.94	22.16	22.39	22.61
Unit Assistant II	21.92	22.14	22.36	22.59	22.81	23.04	23.27	23.51	23.74
Utilization Specialist	27.56	27.84	28.12	28.40	28.68	28.97	29.26	29.55	29.85
Volunteer Coordinator	23.08	23.31	23.54	23.78	24.01	24.25	24.50	24.74	24.99
Warehouse Receiving Technician	18.80	18.99	19.18	19.37	19.57	19.76	19.96	20.16	20.36
Warehouse Receiving Technician Lead	19.90	20.10	20.30	20.50	20.71	20.92	21.13	21.34	21.55
Wound Program Lead	20.68	20.89	21.10	21.31	21.52	21.74	21.95	22.17	22.40
Wound Technician	19.54	19.73	19.93	20.13	20.33	20.54	20.74	20.95	21.16

\*Per Article 9.2.4: For all job titles effective the first full pay period after:  
**April 1, 2017** - 1% base wage increase  
**October 1, 2017** - 1% wage increase  
**April 1, 2018** - 2.5% base wage increase

**UNFAIR LABOR PRACTICE SETTLEMENT AGREEMENT**

PERC Case No. 128180-U-16

- A. This Settlement Agreement is entered into between Skagit County Public Hospital District #1 d/b/a Skagit Regional Health (“Employer”) and United Food and Commercial Workers Local 21 (“Union”), collectively the “Parties.” This Settlement Agreement is for the purposes of resolving any and all issues arising out of Public Employment Relations Commission (“PERC”) Case No. 128180-U-16.
- B. The Parties have mutually agreed that it is in their best interests to resolve this matter amicably and without formal hearing or further PERC proceedings.
- C. The Parties expressly deny making any admissions against interest or admitting liability or waiver for their respective actions as a result of entering into this Settlement Agreement.
- D. The Parties agree to engage in facilitated meetings to engender good labor relations between them. The fundamental purpose of these meetings is to improve processes and the relationship between the Employer and the Union. These meetings are not grievance meetings, LMC meetings, negotiations, or collective bargaining. The Parties will explain the contents of this paragraph to their respective participants in the meetings.
- E. The Parties agree to the following specific terms and conditions as part of this Settlement Agreement:
  - 1.
    - i. The Parties agree to a series of six (6) facilitated meetings over the next six (6) months to identify and discuss issues that have caused problems in the labor relationship between the parties or other such matters that the parties agree would improve labor relations between them. The meetings will be facilitated by a mutually-agreed third party neutral from the Federal Mediation and Conciliation Service or the Public Employment Relations Commission. The mediator will have authority in the meetings, and the Parties and their participants agree to respect that authority. The facilitator will be agreed upon no later than January 6, 2017, and the parties will make reasonable efforts to appoint a facilitator sooner. Communications about the facilitator will be between the Parties’ counsel. The first facilitated meeting will occur no later than 30 days after the appointment of the facilitator, assuming facilitator availability. The first meeting shall be a full-day (8 hour) session, and the remainder of the meetings will be half-day (4 hour) sessions. The parties may hold longer sessions or additional meetings by mutual agreement, which will be governed by this Agreement.
    - ii. The participants for the Employer in the facilitated meetings will be some combination of Deborah Martin (Regional VP Human Resources), Adele Skinner (Director of Human Resources) Erich Sweaney, Melinda Connick, Monica Getty (Human Resources Business Partners), up to two department directors, or successors to those people. The participants for the Union in the facilitated meetings will be

some combination of Jenny Reed (Membership Director), Lisa Oakland (Grievance Representative), Aaron Brickman, and Jill Kennedy (Union Representatives), up to two members designated by the union, or successors to those people. If Union members will be attending a meeting, they may take PTO for their time.

- iii. The Parties agree that, in order to encourage candor and creativity in the meetings, nothing said or presented in the meetings will be admissible in any future PERC or arbitration hearing, or any administrative or legal proceeding. Similarly, the parties agree not to make public (by Facebook, blog post, email, newspaper, or any other medium) anything said or presented in the meetings except through a joint communication, and except that each Party may summarize the content of the meetings in communications to its constituents.
  - iv. If either of the Parties, the Union's members, or the Employer's employees breach the terms of this Agreement, then the non-breaching Party can recommend to the facilitator that the facilitated meetings be ended. The facilitator shall have the authority to rule on whether there has been a breach, after fair opportunity for the Parties to explain their position.
2. The Union will immediately formally withdraw PERC Case No. 128180-U-16. The Union will copy the Employer on the notice of withdrawal. The Parties agree to represent the withdrawal as a mutually-agreed resolution in an attempt to improve the labor relations between the Parties.
  3. The Union and Employer agree that the terms and conditions of this Settlement Agreement are inadmissible in any subsequent PERC or arbitration hearing, or any administrative or legal proceeding.
  4. The Union and Employer agree that each shall be responsible for their own attorney's fees, costs and expenses incurred to date.

FOR THE EMPLOYER - SKAGIT REGIONAL HEALTH

By: Michael J. Jepsma DATE 12/14/2016

FOR THE UNION - UFCW 21

By: Jenny Reed DATE 12/14/16

GSB:8331620.2



# THE UNION DIFFERENCE

As a union member, you have certain rights at your workplace:

## A Voice at Work

Because you have a union, you have a voice at work. A negotiating committee of union members and staff negotiate with management—as equals—over wages, benefits, working conditions, and other issues. The union committee pushes for the issues that union members choose. The result of negotiations is a proposed contract which members vote on before it takes effect.

## Right to Union Representation

Every union member has the right to union representation during an investigatory interview that could lead to discipline. This is called your “Weingarten” right, after a Supreme Court case which established the right to representation.

## Just Cause for Discipline

The just cause provision in your union contract ensures you have due process in cases of discipline. The just cause standard is a well-defined set of legal rules that involve several different “tests” of a disciplinary action. The tests of just cause provide considerable protection against retaliation, discrimination, or other unfair actions.

## The Security of a Union Contract

As a union member, your wages and working conditions are spelled out in writing in a legally-binding union contract. You are not alone at the workplace—instead, you have the security of knowing that your rights are protected by your union contract and backed up by the 46,000 other members of UFCW 21.

### Statement of Your Right to Union Representation (Weingarten Rights)

*“I understand that this proceeding is for the purpose of investigating whether I may receive discipline. Therefore, I request that a union representative be present on my behalf before this proceeding continues. If you insist that the proceeding continue without allowing me union representation, I hereby protest your denial of rights guaranteed to me under federal labor law.”*

## Know Your Rights:

- Fair Treatment and Respect
- Family and Medical Leave
- Union Representation

**Learn more about your  
rights:**

**[www.ufcw21.org](http://www.ufcw21.org)**

***Our mission: building a powerful Union that fights for economic, political and social justice in our workplaces and in our communities.***

**VISIT [UFCW21.ORG](http://UFCW21.ORG):**

SCHOLARSHIP INFO | BARGAINING UPDATES | STEWARD TRAININGS | HELPFUL MEMBER RESOURCES | ACTIONS INFORMATION ON YOUR RIGHTS | AND MORE...

## **UFCW 21**

**Todd Crosby, President • Faye Guenther, Secretary-Treasurer**

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