



Nursing Retention & Recruitment
Mailcode: UHS-34
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(503) 494-2167

December 5, 2007

Dear OHSU Resource Nurse:

As advised in a letter from Priscilla Andres dated December 5, 2007, the wage scale for Resource Nurses underwent a change in the last contract negotiations. Changes in the collective bargaining agreement (CBA) are highlighted below. Please review the CBA for specific text and requirements of each provision.

<i>Pay Feature</i>	<i>Old Program</i>	<i>New Program</i>
Wage Rate	Flat per hour rate as follows: <ul style="list-style-type: none"> • Day Shift = \$37.00 • Evening Shift = \$41.64 • Nights & Weekends = \$46.24 	<ul style="list-style-type: none"> • Step Schedule as set forth Appendix A of the CBA • 9 steps, each 15% greater than same step for Regular RN • Step placement based on years of experience as an RN
Charge Differential	<ul style="list-style-type: none"> • \$2.85 per hour 	<ul style="list-style-type: none"> • \$2.85 per hour
Shift Differentials	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Evening - \$2.20 per hour • Nights - \$6.00 per hour
Call Pay	<ul style="list-style-type: none"> • Regular - \$3.50 per hour • Excess - \$4.00 per hour 	<ul style="list-style-type: none"> • Regular - \$3.50 per hour • Excess - \$4.00 per hour
Standby pay	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • \$100 per "8" hours in-house standby
Preceptor Differential	<ul style="list-style-type: none"> • \$2.00 per hour for each hour acting as a preceptor 	<ul style="list-style-type: none"> • \$2.00 per hour for each hour acting as a preceptor
Weekend Differential	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • First four (4) weekend shifts in posted work cycle – 10% of straight rate of pay • 15% of straight rate of pay for weekend shifts after four in posted work cycle
Hours worked differential	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Pay period – for all hours worked: <ul style="list-style-type: none"> ○ 40 – 49.9: 3% of straight rate ○ 50 – 59.9: 5% of straight rate ○ 60+: 7% of straight rate

All Resource nurses hired effective February 18, 2008 or later will be paid on the new wage scale. Resource RNs hired before February 18th will be afforded the opportunity to determine his or her applicable pay scale, in accordance with the provisions of the CBA. Transition opportunities are explained in the attached documents.

Thank you for taking time to carefully read the enclosed information. It describes your wage transition options. A pay calculation worksheet is also provided to help you determine which wage scale is most beneficial to you at this point in your career. No matter what your preference, **you must take action** to fully benefit from available pay options. **Failure to provide requested information may result in a pay rate less than that to which you would otherwise be eligible.**

Again, thank you for your prompt and careful attention to this matter. We are hopeful that the information provided is sufficient to guide you through this process. If not, questions regarding transition options may be directed to your manager or Nursing Recruitment & Retention at 503-494-2167.

Sincerely,

Mary Mochnal-Jones
Director, Nursing Retention & Recruitment

Cc: J. Kettler, ONA
H. Fleshman, AURN President
PCSMT
Tammy Wade

1. INTRODUCTION

Previously, all OHSU Resource Nurses were paid at flat rates of pay specific to day shift, evening shift, or night and weekend shifts. Effective with the recently updated and executed collective bargaining agreement (CBA) between OHSU and the Oregon Nurses Association (ONA), **the wage schedule has changed for resource nurses.** Specifically, the parties agreed to a wage scale consisting of nine (9) steps, each step 15% greater than the step available to regular registered nurses of comparable education, experience and training. The new schedule will be effective for new hires on or about February 18, 2008.

Resource nurses on board and being paid prior to February 18, 2008 have the opportunity to determine their wage preference as outlined below. Every effort has been made to ensure the information in these documents is accurate. In the event of a discrepancy between these documents and the CBA, provisions of the CBA will govern.

2. RESOURCE WAGE SCALES AVAILABLE IN TRANSITION

A. CURRENT: Flat rate of pay scale

Day Shift	Evening Shift	Night & Weekend Shifts
\$37.00	\$41.64	\$46.24

- i.* All Resource RNs employed by OHSU prior to February 18, 2007 were hired on the above schedule, regardless of relevant experience as an RN. If you fall into this category, you may elect to remain on the current Resource RN flat rate of pay scale by signing, dating the Pay Rate Selection Form attached and submitting it to Nursing Retention & Recruitment no later than February 1, 2008.
- ii.* **FAILURE TO RESPOND TIMELY WILL RESULT IN MOVING YOUR PAY TO THE NEW WAGE SCALE.**
- iii.* No wage increases will be afforded nurses who remain on this wage scale for the duration of the collective bargaining agreement (CBA).
- iv.* Future transition opportunities are described in Section 6 below.

B. NEW: Experience based wage scales.

Effective: October 1, 2007									
Years of Experience	1-<2	2-<3	3-<4	4-<5	5-<10	10-<15	15-<20	20-<25	25+
Step	2	3	4	5	6	7	8	9	10
Base Rate of Pay	31.52	33.06	34.63	36.34	37.98	39.81	41.75	43.74	45.80

Effective: October 13, 2008									
Years of Experience	1-<2	2-<3	3-<4	4-<5	5-<10	10-<15	15-<20	20-<25	25+
Step	2	3	4	5	6	7	8	9	10
Base Rate of Pay	32.78	34.38	36.02	37.79	39.50	41.41	43.42	45.49	47.63

Effective: October 12, 2009									
Years of Experience	1-<2	2-<3	3-<4	4-<5	5-<10	10-<15	15-<20	20-<25	25+
Step	2	3	4	5	6	7	8	9	10
Base Rate of Pay	34.10	35.76	37.46	39.30	41.08	43.06	45.16	47.31	49.53

- i. Absent a formal request to stay on the flat rate wage schedule shown above, a Resource RN will be placed on the experience based wage schedule.
- ii. Placement on a new wage scale step will be based on total years of relevant experience actively working as an RN (as determined by Nursing Retention & Recruitment (NRR) in accordance with Section 8.3.1 of the CBA). If this results in a pay increase, wages will be adjusted by Payroll retroactively to October 1, 2007. In no instance will an adjustment cause a retroactive decrease in pay.
- iii. Placement on the experience based step structure requires up to date employment information. To ensure proper placement, please complete the “Resource Nurse

Wage Scale Selection” form and submit along with a current resume to NRR.
Failure to provide a current resume will result in placement on the step based on the best information available, which may not be advantageous.

3. PREPARING TO DECIDE

Each Resource RN is responsible for assessing the pros and cons associated with the wage rate opportunities presently available and deciding on that which is suitable given their personal circumstances. The following information is provided to help nurses understand their options and the ramifications of their decisions.

The following worksheet allows you to estimate pay available to you under each option:

<i>Current Years of Experience: _____ = Step: _____ @ Base Rate of Pay: \$ _____</i> <i>(See Wage Schedules in Section 2 to determine your step and corresponding base rate of pay)</i>		
	<u>Flat Rate of Pay</u>	<u>New Resource Wage Scale</u>
Days	\$37.00	[insert base rate for your step] \$ _____
Evenings	\$41.64	[add \$2.20 if you work evenings] \$ _____
Nights	\$46.24	[add \$6.00 if you work nights] \$ _____
Total Base Rate (TBR)	\$ _____	\$ _____
Total for up to 39 hours worked in the pay period	39 hours x \$ _____ [TBR] Total Pay: \$ _____	39 hours x \$ _____ [TBR] Total Pay: \$ _____
Total for 40 hours worked in the pay period	40 hours x \$ _____ [TBR] Total Pay: \$ _____	40 hours x (\$ _____ [TBR] x 1.03) Total Pay: \$ _____
Total for 50 hours worked in the pay period	50 hours x \$ _____ [TBR] Total Pay: \$ _____	50 hours x (\$ _____ [TBR] x 1.05) Total Pay: \$ _____
Total for 60 hours worked in the pay period	60 hours x \$ _____ [TBR] Total Pay: \$ _____	60 hours x (\$ _____ [TBR] x 1.07) Total Pay: \$ _____

4. ONCE YOU DECIDE

As stated above, you are responsible for identifying your preferred wage scale and for providing data sufficient to process your preference.

- A. Complete all designated fields on the “Resource Nurse Pay Rate Selection” form. The form is available on the O-Zone Nursing Portal at <http://ozone.ohsu.edu/healthsystem/nursing/> or you may obtain a copy from the department of Nursing Retention & Recruitment, OHSU Hospital, Room 9C5.
- B. If appropriate, attach a resume to the selection form that includes all actual RN work experience from date of original RN licensure to present. Please include the following information on your resume: a) date original RN licensure obtained; b) name and location of healthcare organization(s) at which you performed in a registered nurse capacity; c) dates of hire and separation; d) job title.
- C. Make a copy of the completed “selection” form (and resume if converting in accordance with Option 1). Retain for your file.
- D. Deliver the completed “selection” form (and attached resume if converting to Option 1) to the Department of Nursing Retention & Recruitment. You may hand deliver it to the office, OHSU Hospital, Room 9C5, or via mail code UHS 34 or fax to 503.418.1516.

5. ESTABLISHING YOUR WAGE RATE

- A. Within seven (7) working days of receipt of the selection form, the Department of Nursing Retention & Recruitment will email an acknowledgement notice to the nurse that confirms the specific selection made by the RN.
- B. If applicable, the confirmation will include the wage step at which the nurse is placed on the new wage scale and accrued credit, if any, toward progression to the next higher step. Please contact Robyn Vach or Jodi Cox (Nursing Retention & Recruitment Office) by email if you have submitted the selection form and have not received an email acknowledgement within seven working days.
- C. Nursing Retention & Recruitment will work with appropriate management and Payroll Department to effect pay rate changes prospectively effective with payroll period commencing February 18. See Timeline below for additional information on pay delivery.

6. ADDITIONAL OPPORTUNITIES TO CHANGE

- A. For the four (4) pay periods following the Feb. 18, 2008, effective date of the new Resource RN wage schedule, a Resource RN may elect to return to the flat rate scale from which he or she initially transitioned by notifying the Nursing Retention & Recruitment office.
- B. After the end of these four (4) pay periods, Resource RNs who are on the new scale may not elect to return to the flat rate scale.
- C. Employees on the flat rate scale may transition to the new Resource RN wage schedule annually during the month of September with an effective date of October 1. This election must be made in writing to the Director, Nursing Retention & Recruitment no later than 5 pm each September 30th. Failure to so notify will result in the Resource RN continuing at the current Resource RN flat rate of pay for another year.
- D. Outside of the four (4) pay periods cited in “A” above, nurses may not revert to the flat rate scale once they have transitioned to the new scale.

7. TIMELINE

- A. Completed Selection forms due to Nursing Retention & Recruitment by: Feb. 1, 2008. Transition for forms received after this date may be delayed to the pay period following that in which the transition is effective and may result in a delayed increase.
- B. Pay changes effective: Feb. 18, 2008
- C. Paycheck received: March 7, 2008
- D. Retroactive pay received on or about: March 21, 2008.

8. CONSEQUENCES FOR FAILING TO PROVIDE REQUESTED INFORMATION

As set forth in Section 2 (B) (i) above, unless you proactively request staying at the current flat rate of pay, you will be transitioned to the new wage schedule.

Updated employment information is essential to ensure proper placement on the new wage schedule. ***If you do not submit a current resume***, Nursing Retention & Recruitment will use information on file to determine placement on the pay scale. It is this data that will be used to compute pay. Future pay corrections based on updated information provided by the nurse will be applied prospectively only.