

Access to Our New Floating Holiday Starts in 2023

To begin acknowledging that there are many different and diverse holidays and traditions celebrated within the staff and culture at Neighborcare, effective January 1, 2023, President's Day will no longer be observed as an organizational holiday. President's Day will now be a regular workday and will be replaced with one working day of "Floating Holiday Pay" for each employee.

Beginning on September 1st, 2022 all Neighborcare employees will have Floating Holiday hours for use in 2023 added to their UKG system. They hours are for use in 2023 only, but may be requested beginning immediately.

Floating Holidays at Neighborcare

- ★ All employee requests for time off utilizing Floating Holiday Pay will be guaranteed and prioritized over other PTO requests, provided that the process and request timeline that is outlined below is followed.
- ★ Floating Holiday Pay will be the total hours scheduled that an employee is scheduled to work on their requested day and will not be pro-rated by FTE.
- ★ Unused floating holidays will convert to eight (8) hours of PTO, pro-rated basis based on FTE at the end of the year.

Requesting floating holidays:

- ★ Floating Holiday requests must be submitted a minimum of four months prior to the requested date in order to have guaranteed approval.
- ★ Requests should be made by submitting a time off request in UKG and selecting "Floating Holiday".
- ★ For holidays with dates that are not set in the calendar within this timeline or 4 months in advance (for example: Eid), staff should inform management as early as possible of the holiday and general timeframe that it is expected to fall. Management will work directly with those staff members impacted and make every effort to accommodate these requests as soon as dates are known.



"Neighborcare staff are incredibly diverse, and this is an asset that deserves acknowledgment. For this reason, during bargaining our goal was to create a contract centered around equity and inclusion. One way we achieved this was by creating a floating holiday. This is a guaranteed and paid day that staff can use as time off to honor a culturally, ethnically, spiritually or personally meaningful day. The ability for staff to spend time with family and friends during these events can help mitigate burnout while also creating a culture of belonging by demonstrating that each individual matters not just a select few."

- Elisa Apostle, NP, Columbia City

Training Pay Premium

In order to recognize staff who provide training to new or existing employees, effective October 10, 2022 staff who agree to provide training to other staff members at the request of their supervisor will be eligible to receive a training pay premium for the time spent providing training.

- ★ The training pay premium is \$1.00 per hour.
 - The premium will be the same whether training a single individual or providing group training.
 - Staff who are also precepting students are eligible to receive the preceptor premium as well as the training pay premium.
- ★ The training pay premium is paid in 0.5 hour increments and will be paid for the time spent providing training.
- ★ Trainers will receive a reduced workload to fulfill the training responsibilities.
- ★ Multiple staff may be assigned to train the same staff member at different times, but only one trainer may receive the training pay premium at a time.
- ★ Supervisors should manually update the timesheet for staff who should receive training pay.
 - A note should be added to each entry indicating the reason the staff member is receiving the premium.

Staff who have training listed as a job duty in their job description are not eligible for the training pay premium when they are performing that training described in the job description.



"We feel strongly that our colleagues deserve to be compensated for the extra work that goes into training new employees, especially because trainers need to balance training with their own workload. We collaborated with management to brainstorm different solutions and their feasibility. Together we named our common interest - that quality training is critical for staff morale and our patient care - and bargained for an hourly premium for trainers. We are proud of our work and that all our hard-working trainers will now receive this training premium."

- Austin Bidman, RN, 45th

Joint Message from



and



Our Second Union Contract Now On-Line

Our union and management bargaining teams are proud of the work we did together to accomplish a historic second contract. We are excited to implement all the important details we co-created in our collective bargaining agreement, as this new contract reflects true partnership between our union and Neighborcare. We are pleased to announce that the new contract is now available on the union's website and will be available on the Neighborcare portal soon.

Scan the QR code
or visit the link
to access our
contract



<https://1199nw.org/3zrSQw0>

What is Credit for Past Experience?

In an effort to honor and acknowledge the diversity of experience that our staff members bring with them when they choose to work at Neighborcare Health, the bargaining team worked really hard to center racial justice, inclusion and equity in our conversations around credit for past experience. We are excited that beginning in Quarter 4 2022, employees will be credited for past work experience when placed on the wage scale. Experience that will be credited will expand to include:

- ★ Direct (currently the only experience counted)
- ★ Indirectly related experience
- ★ Relevant but not related experience, which includes any previous role at Neighborcare Health

The maximum total credit that can be received for indirect and unrelated/NCH experience combined is five (5) years.

- ★ **Direct experience** is defined as work in the same or comparable job or similar job duties with higher level of training or expertise. Comparable job duties mean substantially equivalent and directly transferable to the job duties of the job classification being evaluated, for example international work experience in a comparable role, will be credited at one (1) year for every year of experience. If the most recent direct experience is more than seven (7) years old, it will be counted as indirect experience.
- ★ **Indirect experience** is similar work in a different or lower level job that is related to the current job. Indirect experience will be credited at one (1) year for every two (2) years of experience.
- ★ **Unrelated but relevant experience** is work that can be applied to the new job but isn't healthcare related or comparable to the new job. This includes any previous Neighborcare experience that isn't directly or indirectly related as outlined above. Unrelated/NCH experience will be credited at one (1) year for every four (4) years of experience.

The maximum total credit that can be received for indirect and unrelated/NCH experience combined is five (5) years.

When will my updated credit for past experience be reviewed and applied to my wages?

All staff will have their experience reviewed and changes to their wages completed by the end of 2022. The process will begin in Fall 2022 and move in “phases” of staff members for review, beginning with our lowest wage earners first.

How will my years of past experience be calculated?

All staff will be asked to full out and submit a “Past Experience Form”. This form will be reviewed by HR, and years of experience will be counted based on these calculations. An appeal process will be created for staff to request that management reconsider how their credit for past experience was calculated.

Questions?

Please submit questions or concerns to Chip Weatherbee at Chipw@neighborcare.com

SAMPLE FORM

neighborcare health		
Work and Volunteer History		
Name:	Employee #:	
Please complete this form with your entire work history. This information will be used to evaluate your experience and place you on the appropriate step on the wage scale.		
If you cannot fit your work history on the form, you can complete a second form and submit it with the first form. Please make sure to indicate that information so that we ensure that all your experience is considered.		
Current Job Title:		HR USE ONLY
Hire Date (Month/Year):		Credited Months
Job (Volunteer) Title:	Top 3-5 Duties	HR USE ONLY
Organization:		Type Direct Indirect Relevant/NCH
Dates (Month/Year):		Total Months
		Credited Months

Reminder about our full process for wage and compensation package and review.

1. All union staff have been placed on the new wage scale at the step that was equal to or higher than their pay at the time the contract was ratified on May 16, 2022. The placement on the new wage scale was effective on May 23.
2. All staff will have their years of experience reviewed. This will account for all experience not just directly related experience.
3. Once everyone has been placed on the wage scale to account for their experience, beginning in 2023 staff will move to the next step on the wage scale on their anniversary date. Our new wage scale is a 22-year scale, with a 1.65% increase between steps with a ghost step at year 21 and .5% increase in step at year 22. Check out the back of your contract to see the full wages scale.
4. On January 1 2023, 2024 and 2025-all represented staff will receive a 1% pay increase.

Medical Assistants Now Able to Access the Multi-Employer Education and Training Fund!

On September 1, Neighborcare Health Medical Assistants (MAs) gained access to the services of the SEIU Healthcare 1199NW Multi-Employer Education and Training Fund. The Training Fund is a labor-management partnership created to address workforce needs of participating employers and support career and education goals of SEIU Healthcare 1199NW members. Among their many programs, the Training Fund provides tuition assistance for members interested in returning to school. Tuition assistance can cover school-related costs like tuition, books, and other fees for approved programs at accredited participating schools. For MAs, the maximum yearly amount of tuition assistance is \$3,500.

The Training Fund offers many other programs and support, including:

- ★ Career and education counseling
- ★ Laptop lending
- ★ Tutoring and resume/cover letter workshops
- ★ Professional Development support

The Training Fund’s staff of dedicated education navigators will work with Neighborcare Health members to establish and achieve personalized career and education goals. To learn more, contact Elena Bernardi, the Training Fund Partner Liaison for Neighborcare Health, at ebernardi@healthcareerfund.org.



“For a while, I was a single mom, I was in an abusive relationship and I didn’t know what I was going to do with my life and I was unsure about the future. After I left the situation I was in, I was totally lost; I had no education and no hope, I was utterly terrified in the world with three small children to support.

I met my now husband when I was 31. He helped me put me through MA school so that if anything were to ever happen to him, I would have a future for myself and my children. As we have built a life together, I have realized that an education was always going to be put on the back burner due to having kids, and having responsibilities outside of work; I became comfortable in my position as an MA. I never thought that being an RN would be feasible or within my grasp because of not being able to pay for it, or finding the time for school, or even having the emotional capability of doing so. So when we fought for our training fund, I did not think that it would benefit me because I had so many other things on my plate. Because we have a strong union at Neighborcare we were able to win the training fund for our medical assistants in our new contract. This is life changing for me – I now see that an education is within my grasp. I now have the opportunity to further my career, to build more stability, but most of all, to show my children that it’s never too late to become what you want, to aspire to be more. From my personal experience, I’m not only lifting myself up, but I am also showing my daughter’s that generational poverty doesn’t have to be a cultural norm and that financial stability and self-worth are achievable. I am showing all my children that it’s never too late to dream.” - **Kristin Ortega, MA Highpoint**