

AGREEMENT

between

**KAISER FOUNDATION HOSPITALS,
SOUTHERN CALIFORNIA PERMANENTE MEDICAL GROUP,
KAISER FOUNDATION HEALTH PLAN**

and

**THE OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION,
LOCAL 30**

AFL-CIO, CLC

October 1, 2023 – July 1, 2027

TABLE OF CONTENTS

<u>Paragraph</u>	<u>Article</u>	<u>Subject</u>	<u>Page</u>
100	Article 1	Purpose of Agreement	1
200	Article 2	Scope of Agreement	1
300	Article 3	Recognition and Union Security	2
400	Article 4	Community Disaster	3
500	Article 5	Management	3
600	Article 6	General Provisions	4
700	Article 7	Reduction in Force and Reduction of Scheduled Hours	7
800	Article 8	New Hires, Transfers, Promotions	11
900	Article 9	Probation	17
1000	Article 10	Bulletin Boards	17
1100	Article 11	Discrimination	17
1200	Article 12	Hours of Work and Overtime and Additional Hours	18
1300	Article 13	Compensation	23
1400	Article 14	Work/Life Balance Time Off Program	30
1500	Article 15	Leaves of Absence	39
1600	Article 16	Jury Duty and Legal Proceedings	45
1700	Article 17	Mileage Allowance	46
1800	Article 18	Life Insurance, Health Plan, Dental Plan and Pension Plan Coverage	46
1900	Article 19	Alternate Compensation Program	54
2000	Article 20	Physical Examinations	56
2100	Article 21	Discipline and Discharge	56
2200	Article 22	No Strikes – No Lockouts	58
2300	Article 23	Access and Visitation of Union Representatives	58
2400	Article 24	Stewards and Grievance Committee	58
2500	Article 25	Grievance Procedure	59
2600	Article 26	Special Committee	64
2700	Article 27	Classification Review	64
2800	Article 28	Just Culture	65
2900	Article 29	Safety	66
3000	Article 30	Savings Clause	67
3100	Article 31	Duration of Agreement	67
		Appendix A	69
		Letter of Understanding	70
		Wage Scale	73

AGREEMENT

THIS AGREEMENT made and entered into as of the 1st day of October 1, 2023, by and between KAISER FOUNDATION HOSPITALS, THE KAISER FOUNDATION HEALTH PLAN and THE SOUTHERN CALIFORNIA PERMANENTE MEDICAL GROUP, herein collectively referred to as the “Employer,” and the OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION, LOCAL 30, AFL-CIO, CLC, hereinafter referred to as the “Union.”

WITNESSETH:

That the parties hereto have agreed as follows:

100 ARTICLE 1 - PURPOSE OF AGREEMENT

101 It is the intent and purpose of this Agreement to establish the hours, wages and working conditions for the employees covered by this Agreement; to provide procedures for equitable adjustment for grievances; to prevent interruptions in the performance of this work and, in general, to promote harmonious relations between the Employer and its employees and the Union.

200 ARTICLE 2 - SCOPE OF AGREEMENT

201 Section 1 - Definitions

202 For the purposes of this Agreement, “Employee” and “Employees” as and whenever used in this Agreement shall mean and include those persons employed by the Employer in classifications covered by this Agreement at its San Diego Medical facilities within San Diego County.

203 In the event a new location within San Diego County is opened as an addition to the existing facilities, the terms and conditions of this Agreement shall be extended to all employees at the new location employed in classifications covered by this Agreement.

204 The Employer agrees that programs such as CETA, volunteer and summer youth programs shall not be utilized to displace bargaining unit employees or to fill positions previously occupied by bargaining unit employees, nor shall they be used to reduce their hours of work.

205 The Employer shall notify the Union upon commencement of CETA, volunteer and summer youth programs of the number of participants, their classifications, work location, hours of work per week, and the duration of the program.

206 Section 2 - Supervisory Employees

207 Employer recognizes the fact that bona fide supervisory employees are only those who have the authority to hire, promote, discipline, discharge, or otherwise effect changes in the status of employees or effectively recommend such action, and it

is not the Employer's policy to establish jobs or job titles for the purpose of excluding such employees from the units as established in Article 2, Section 1, of our mutual Agreement. Supervisory employees will not perform duties normally performed by employees falling within the scope of this Agreement except for training, orientation, emergencies requiring immediate action, or under circumstances that are beyond the control of the Employer to include those instances when it is impossible to find qualified replacements for vacant established positions.

208 Section 3 - Courtesy

209 The Union and Employer agree to encourage all employees, regardless of position or profession, to perform in an efficient, courteous and dignified manner when such individuals interact with fellow employees, patients and the public.

210 Section 4 - Confidentiality of Medical Records and Member/ Patient Information

211 The contents of all patient/member medical records (to include employees) and patient information (such as but not limited to, Appointment Records and Pharmacy Records, etc.), are of a highly private nature.

212 The use of these records is restricted to the relationship between the provider and those designated by the provider, and his/her patient. It shall be the policy of the organization that access to the contents of all patients' records be restricted to this use. All other uses are unauthorized, except for potential litigation or other medical claims. Any such unauthorized use by any employee regardless of position, will lead to immediate discipline which may include termination. Employees who believe that the confidentiality of their medical records has been violated may bring this issue to the attention of their immediate supervisor or the Human Resources Department in writing with a copy sent to the Union. The Employer must provide a response to the employee within thirty (30) days.

300 ARTICLE 3 - RECOGNITION AND UNION SECURITY

301 Section 1 - Recognition

302 The Employer agrees to recognize the Union as the sole and exclusive bargaining agent for the purpose of collective bargaining with respect to rates of work and working conditions for those employees in the four (4) job families covered by this Agreement.

303 Section 2 - Union Membership

304 All present employees who have become members of or have applied for membership in the Union shall maintain membership therein as a condition of continued employment.

305 All future employees hired by the Employer shall, on the thirty-first (31st) day following the beginning of their employment, become and remain members of the Union in good standing as a condition of continued employment.

306 Section 3 - Maintenance of Membership

307 Employees who are required hereunder to maintain membership and fail to do so shall, upon notice of such action in writing from the Union to the Employer, be replaced by a competent employee whenever such competent employee is available. Employer shall be the sole judge of the competency of such employees.

308 Section 4 - Checkoff

309 The Employer shall deduct from each Union member's wages, the amount of Union dues and initiation fee uniformly required by the Union of all employees covered by this Agreement who have voluntarily agreed to a written assignment which shall be irrevocable until the termination date of this Agreement.

310 The Union shall indemnify the Employer and hold it harmless against any and all suits, claims, demands, and liabilities that shall arise out of or by reason of any action that shall be taken by the Employer for the purpose of complying with the foregoing provisions of this Article.

311 Section 5 - List of Employees

312 On a monthly basis the Employer shall supply the Union with the names, addresses and classifications of work of new employees and the names of employees terminated.

400 ARTICLE 4 - COMMUNITY DISASTER

401 Because of the nature of a medical care organization, it is recognized that a major community disaster could require the services of Employer's facilities far beyond those normally provided. In the event of such a disaster, and in recognition of our obligation to the community, Article 12 - "Hours of Work and Overtime" will be inapplicable during the period of such unusual demands caused by this disaster, provided that the facilities of the organization are made available to the community at large.

500 ARTICLE 5 - MANAGEMENT

501 The Union recognizes that there are rights and responsibilities belonging solely to the Employer such as, but not limited to, the authority to determine the type and scope of work to be performed and the services and products, if any, to be provided, to establish schedules of operation and work load, and to decide the methods, processes, means, and places of providing services and products, except where specifically limited in this Agreement.

502 The authority to select, direct, adjust, transfer, increase and decrease the working force, to remove employees and to maintain discipline among and efficiency of, employees shall be vested solely and exclusively in the Employer, except as may be specifically limited by this Agreement. The Union recognizes that the Employer has the right to make and to establish rules of conduct for employees in or on Employer's property, and to fix and determine penalties for violation of such rules. The Union reserves the right to object to the Employer's actions in any of the above respects through the Grievance Procedure provided for in this Agreement.

600 ARTICLE 6 - GENERAL PROVISIONS

601 Section 1 - Seniority Definitions

602 Seniority for full-time, part-time, irregularly scheduled part-time, on- call and temporary employees shall be defined as continuous service in calendar months from date of hire within the Bargaining Unit with the Employer.

603 An employee's seniority shall be broken for any of the following reasons:

1. Whenever the employee quits.
2. Whenever the employee is discharged.
3. Whenever the employee, when on layoff, fails to return to work within five (5) working days after having been notified by the Employer by Registered Mail, Return Receipt Requested, to the employee's last known address, to return to work.
4. Whenever an employee exhausts his/her recall rights as outlined in Article 7.
5. Retirement
6. Transfer out of the bargaining unit, except as provided in Paragraph 829.

604 A regular employee who has six (6) months service and has terminated or retired and is rehired within six (6) months will retain all previously accrued seniority for wages and benefits and will retain all previously accrued bargaining unit seniority. Prior Sick Leave credit will be restored for employees rehired within six (6) months.

605 Section 2 – Seniority Tie-Breaker

606 When two or more employees have the same Bargaining Unit seniority, the seniority tie-breaker utilized will be:

1. Employment Application date, and
2. If the application date is the same or unavailable, alphabetical order by last name.

607 Section 3 - Part-time Employees

608 A part-time employee is one that is scheduled to work forty (40) hours or more per pay period but less than eighty (80) hours.

609 Should the Employer need to schedule additional hours, beyond an employee's regularly scheduled hours, the Employer will do so in accordance with Article 12, Section 6.

610 In the event a part-time employee is consistently being utilized, for non-replacement hours, as a thirty-two (32) hour employee for twelve (12) consecutive months or more, said employee may request a change to a regular thirty-two (32) hours status. In the event a part-time employee is consistently utilized, for non-replacement hours, as a full-time employee for twelve (12) consecutive months or more, said employee may request a change to full-time status.

The consistent utilization review will include all non-replacement hours worked. Sick leave hours utilized will not apply as credit toward consistent utilization. Hours used by the employee for his/her annual vacation accrual during the twelve (12) month review period will count towards the utilization review. Two (2) pay-period drops below consistent utilization will be accepted in the twelve (12) month utilization review.

611 Full-time hours that an employee accepts to work on a temporary basis to replace an employee on a leave of absence will not apply to the above.

612 Section 4 - On-Call Employees

613 An on-call employee is defined as an employee that consistently works less than forty (40) hours per pay period or who works as a replacement on an intermittent basis. The Employer, where feasible, will establish an on-call system. Scheduled on-call shifts must match employer projected needs at least 75% of the time.

614 Health Plan and Dental Plan coverages and designated holiday benefits are not extended to on-call employees. On-call employees shall accrue credit for step increases on the same pro rata basis as for part-time employees. However, an on-call employee working on a designated holiday shall be paid the premium rate for all hours worked on the holiday (one and one-half (1 ½) times regular rate - no holiday allowance).

615 In lieu of the aforementioned benefits, an on-call employee shall receive a seventy cents (\$0.70) per hour wage additive for each hour she/he works.

616 On-call employees who work twenty (20) or more hours per week or forty (40) hours per pay period for four (4) consecutive months shall have their status changed to Irregularly Scheduled Part-time in order to accrue eligibility for Vacation or Sick Leave, health plan coverage, dental plan coverage and designated holiday

benefits. When such an employee's status is changed, the employee shall be required to become a member of the Union.

617 On-call employees whose status is changed to Irregularly Scheduled Part-time for eligibility of benefits will not receive the on-call wage differential.

618 Section 5 - Irregularly Scheduled Part-time Employees

619 An Irregularly Scheduled Part-time employee who is maintained in this category for twelve (12) consecutive months shall then be converted to the status of a regular part-time employee when said employee requests a change to part-time status. Hours that an employee accepts to work on a temporary basis to replace an employee on a leave of absence will not apply to the above.

620 An Irregularly Scheduled Part-time employee will revert to on-call status within the twelve (12) month period if the employee's utilization becomes less than forty (40) hours per pay period for two (2) consecutive pay periods.

621 Section 6 - Temporary Employees

622 A temporary employee is one who is hired for an interim period of three (3) months or less.

623 All persons hired to replace employees who are on a leave of absence are to be considered temporary and shall be so advised and shall be informed of the approximate date the regular employee is expected to return from leave and whenever possible these employees shall be given two (2) weeks notice of termination.

624 Vacation and Sick Leave, health plan coverage, dental plan coverage and designated holiday benefits are not extended to employees in a temporary status. However, such employees who work on a designated holiday shall be paid at the premium rate for hours worked on the designated holiday (one and one-half (1 ½) times regular rate - no holiday allowance).

625 Management will notify the Union of the name of the replacement employee, the name of the employee on leave, the duration of their leave, their classification and their department on a quarterly basis. A temporary employee who works beyond twelve (12) months shall automatically become a regular employee pursuant to Article 6.

626 Management will provide the Union a list of agency workers, who are working in a Union classification, on a quarterly basis.

627 Section 7 - Emergency Phone Calls

628 In the event an emergency call cannot be received by an employee, the Employer will attempt to expeditiously deliver it to the employee.

629 Section 8 - Job Description

630 The Employer will provide the Union with a copy of available job descriptions. Further, as job descriptions are developed or revised, the Union will be sent copies. Each employee will, at time of hire or on request, be provided a document summarizing job duties.

631 Section 9 - Technological Change

632 Employees shall be afforded job protection in situations of change due to automation or technological improvements. The Employer and the Union will carefully review the status of employees affected by such changes in order to provide suitable retraining or alternate employment whenever practicable.

700 ARTICLE 7 - REDUCTION IN FORCE AND REDUCTION OF SCHEDULED HOURS

701 In a reduction in force or reduction in hours, the principle of bargaining unit seniority within each department and classification shall govern provided merit and ability are approximately equal. The Employer agrees to give as much advance notice as possible to employees of a reduction in force.

702 Reduction in force shall be defined as the elimination of an employee's position(s) in a department or a reduction in head count in a department. Reduction from full-time to part-time or on-call status is deemed to be a reduction in force. Reduction in hours of part-time employee(s) which results in a status change to on-call or results in the loss of the Dental Plan and Kaiser Foundation Health Plan Coverage is deemed to be a reduction in force.

703 In a reduction in force, temporary, on-call and irregularly scheduled part-time employees (in that order) within the affected department and classification shall be laid off before any regular full-time or part-time employee(s) within the affected department and classification are displaced. Employees in the above status shall be laid off without bumping rights.

704 The parties agree to meet and confer regarding the displacement of any regular full-time or part-time employee prior to said employee's exercise of seniority rights. The parties will review all open bargaining unit positions in lieu of bumping rights. Should the parties agree to place the affected employee in an available open position for which he/she is qualified, then the Union agrees to waive posting and seniority for purposes of said placement. However, should the employee decline placement in an open position for which he/she is qualified that is comparable in pay, shift and job responsibility, then said employee shall have no further bumping rights and will be laid off.

705 Prior to implementing a reduction in force, the parties shall meet and confer to consider the feasibility of reducing hours of twenty to thirty-two (20-32) hour part-time employees within the affected classification and department.

- 706 A regular employee, full-time/part-time, whose job has been eliminated due to a reduction in force and who has not been placed by application of Paragraph 704, may exercise bargaining unit seniority to displace the least senior regular employee within the same classification and department.
- 707 A regular employee, full-time/part-time, who is unable to retain a position within the same classification and department may exercise bargaining unit seniority to displace the least senior regular employee within the same classification and entity.
- 708 A regular employee, full-time/part-time, who is unable to retain a position within the same classification and entity, may accept any unfilled available irregularly scheduled part-time, on-call or temporary position for which they are qualified, within the same classification throughout the bargaining unit.
- 709 When a regular employee, full-time/part-time, is unable to retain a position by the application of the above paragraphs, then the employee may exercise their bargaining unit seniority to displace the least senior employee, in any classification previously held (from most recent to least recent), throughout the bargaining unit, provided the employee is qualified to perform the work of the employee he/she is displacing.
- 710 A regular employee, full-time/part-time, who is unable to retain any position by application of the above paragraphs, will be laid off.
- 711 General
- 712 Employees on layoff status with one (1) or more years of accumulated seniority at the time of layoff, will have recall rights for a period of one (1) year. Employees with less than one (1) year of seniority at the time of layoff will have recall rights for a period of time equal to their accumulated seniority when laid off.
- 713 In all cases of bumping, the displacing employee must have the ability to perform the work of the employee displaced.
- 714 The Union and the Employer will work toward locating suitable and appropriate employment for which the laid off employee is qualified.
- 715 The Employer and the Union will carefully review the status of any employees displaced by automation and/or technological change and attempt to locate suitable employment for which the employee is qualified and physically capable of performing.
- 716 In the event of a reduction in force of a regular employee, two (2) weeks notice will be given prior to layoff. If notice is not possible, two (2) weeks pay will be provided in lieu of such notice.
- 717 The Employer agrees to give as much advance notice as possible to employees of a reduction in force.

718 Temporary Force Reduction

719 In the event employees within a classification are not required to work a particular shift and/or area, employees will be directed not to work in order of reverse seniority and in the following order:

1. Registry/Agency Employees
2. Temporary employees.
3. Employees on Premium Hours
4. Voluntary Kaiser Time Off (VKTO)
5. On-call
6. Irregularly scheduled part-time employees.
7. Reduced Part Time to minimum hours
8. KTO

After 1 through 7 above have been applied, seniority of fifteen (15) years in the classifications of Hospital Unit Coordinator and Respiratory Care Practitioner with the Local 30 Bargaining Unit will exempt full-time/part-time (non-overtime) employees from the rotation of KTOs. Employees with less than fifteen (15) years of Bargaining Unit seniority (full-time/part-time non-overtime) that are affected by KTOs will be rotated as follows:

- A. Seniority lists will be prepared for each department and shift.
- B. The following KTOs will apply to the Hospital Unit Coordinators on a shift basis throughout the entire Department of Nursing, and to Respiratory Care Practitioners at the Hospital; rotation will be within the classification beginning with the least senior employee first.
- C. KTOs will be rotated beginning with the least senior employee on the list, proceeding upward until all employees on the list have had one (1) KTO. A KTO charge will only be made when an employee is relieved of all work.
- D. Employees who are absent or off on their KTO rotation day will remain on the rotation list until a KTO is incurred.
- E. When an error in the KTO rotation is made, the affected employee shall be deemed to have satisfied their KTO obligation for the duration of the current rotation. However, if at the time of the KTO error an alternate day is available, then the affected employee will be offered said alternate day. Should the employee work the alternate

day, then he/she will be paid at their straight-time rate and such hours will not count for computation of overtime or consecutive day pay. Further, acceptance of an alternate day will result in the affected employee being reinstated to the current KTO rotation.

- F. Overtime KTOs shall not be considered as part of the rotation system.
9. The following KTO understandings apply solely to LVNs in the hospital:
- A. Seniority lists will be prepared and maintained for each nursing unit, float zone and shift. Prior to invoking mandatory KTO, the Employer shall permit LVNs to elect voluntary KTO on a prenotification basis. LVNs who desire voluntary KTO must notify the staffing office prior to the completion of staffing for the shift in question. Employees on overtime will be subject to mandatory KTO before volunteers are accepted.
 - B. After applying items 1 through 4 above, KTO will be rotated among LVNs with less than ten (10) years of bargaining unit service, beginning with the least senior LVN on the seniority list and proceeding in order of reverse bargaining unit seniority until all LVNs on said list with less than ten (10) years of bargaining unit service have had one (1) KTO. If no LVN has less than ten (10) years of service, all LVNs shall be included in the rotation. Once an LVN has completed ten (10) years of service and is removed from the rotation list, all prior KTO occurrences will be removed from said LVN's record.
 - C. LVNs who are absent or on leave on his/her KTO rotation day will remain on the list until a KTO is incurred. If, at the completion of any six (6) calendar month period, KTOs have not been incurred by all LVNs on the seniority list because of low KTO frequency, a new KTO list will be prepared beginning with the least senior LVN.
 - D. When a KTO rotation error is made, LVNs will receive the same remedy provided to other employees as described in Paragraph 719 (5.E) above.
 - E. Overtime KTOs shall not be considered as part of the rotation system.
 - F. LVNs who receive a mandatory KTO may sign the availability list to work a replacement day, and subject to the seniority rights of other LVNs, the Employer will make every effort to assign said LVN additional work.
 - G. The Employer will maintain written records of telephone communications to LVNs affected by KTO. The records shall indicate

the name of the affected LVN, the date and time of the communication, and the purpose and outcome of the call. These records will be retained for ninety (90) calendar days. Upon request to Nursing Administration, the Union will be provided copies of these records for use in the grievance procedure.

800 ARTICLE 8 - NEW HIRES, TRANSFERS, PROMOTIONS

801 Section 1 - New Employees and Job Posting

802 The Employer agrees to advise the Union of existing vacancies in the classifications covered by this Agreement so that the Union may refer applicants for such job openings to the Employer for the Employer's consideration, it being understood that the Employer is free to hire from any source.

803 When vacancies occur in positions subject to this Agreement, the Employer agrees to post such vacancies where the vacancies occur and its related outlying facilities. All job postings shall include the department, classification, status, shift, pay grade and qualifications of the position. Notwithstanding posted requirements, the Employer shall have the right to assign any employee within a classification to any job assignment, task assignment, work location, or desk location.

804 All job vacancies shall be posted for seven (7) calendar days in a timely manner.

805 The job postings shall indicate the last day applications will be accepted within the facilities.

806 In the event a position is posted and no applicant meets the posted qualifications, the Employer may hire directly from the outside. Should the Employer elect to lower the posted qualifications, the position will be reposted. The qualifications listed on the job posting must be related to the actual duties involved in the position. The Employer will not revise current job postings for the purpose of excluding employee transfers.

807 The Employer will provide the Union with one copy of the job posting.

808 When a position is canceled or changed from full-time to part-time or visa versa, the Union shall be advised by written notice. Such notice shall include the reason for the cancellation or the Change of Status.

809 When a position under this Agreement becomes vacant and the Employer chooses either to not fill the position or to fill the position with a lower rated classification, the Employer will provide the Union with prior notification of such decision. Upon request, the Employer will meet with the Union to discuss such decision.

810 Each employee submitting an application for a new position or transfer will be considered and will be notified if denied the position and the reasons for such denial. All employees who have applied for either a transfer or a promotion shall be notified in writing within three (3) weeks after the position has been filled as to

the granting of the posted position. The employee shall be informed as to who received the position.

811 New hires will be so indicated on the listing.

812 Section 2 - New Hire Physical Examination

813 Prior to employment or during the first thirty (30) days of employment, each employee shall be given and is required to successfully complete a physical examination. Failure to satisfactorily pass the physical examination is cause for immediate discharge from employment.

814 Section 3 - Promotions and Transfer Requests

815 Employees shall be allowed to submit transfer requests by using the Employer's career website for jobs which become vacant. In filling any vacancy, all qualified employees who have submitted transfer requests within the seven (7) day posting period shall be preferred over outside applicants. All qualified employees who have submitted transfer requests after the seven (7) day posting period shall be given equal consideration with outside applicants. The employee shall retain a copy of his/her transfer request. An employee shall not be required to have his/her supervisor's signature on a transfer request.

816 Section 4 - Transfer Rights

817 Employees with more than eighteen (18) months of service shall be eligible to transfer not more than twice in eighteen (18) months. The eighteen (18) months in which a transfer opportunity occurs will be established by the original posting date.

818 Newly hired employees may not apply for transfer to another department until the employee has completed eighteen (18) months of continuous service. Newly hired full-time, part-time, and on-call employees may apply for transfer to positions within the department and after successfully completing the new hire probationary period. Exceptions may be granted by the Employer for extenuating circumstances. Employees will be awarded positions in accordance with paragraph 821.

819 Employees who transfer into positions which require special training will be required to remain in said classification for eighteen (18) continuous months before being eligible to transfer to another classification.

820 If an employee bidding for a position is the most senior but needs to demonstrate a higher rate of typing speed than they have previously shown, they will be allowed to take a test to demonstrate such required rate of speed.

821 Between existing employees who have submitted transfer requests within the seven (7) day period, where two (2) or more qualified regular employees, have submitted a timely request for the same job, seniority shall prevail provided merit and ability are approximately equal. Seniority for job bidding purposes shall be defined as length of service within the bargaining unit as defined in Article 6,

Paragraph 602, except for licensed and/or technical positions in which case seniority within classification shall prevail. For licensed or technical classifications with multiple levels, the original seniority date for entering the classification family will prevail. Employees shall receive consideration for job vacancies in the following order:

1. Regular full-time and part-time employees within classification assigned to the department where the job vacancy exists.
2. Regular full-time and part-time employees outside of the classification assigned to the department where the job vacancy exists.
3. Regular full-time and part-time employees in all other departments, within the bargaining unit.
4. Irregularly scheduled part-time employees within classification assigned to the department in which the vacancy exists.
5. Irregularly scheduled part-time employees in all other departments within the bargaining unit.
6. On-call employees within classification in any department or entity shall submit transfers for vacancies and, if determined to meet position qualifications, shall be accepted into such vacancies, after regular full-time, part-time and irregularly scheduled part-time employees within the bargaining unit have received consideration. When two (2) or more on-call employees apply for the same vacancy, the on-call employee with the greater seniority based on total hours shall receive preferential consideration.

822 Notwithstanding the above, the criteria for selection of a Senior will include merit and ability. Merit may be determined based upon such factors as performance evaluations, recognition and awards, applicable training and education, special projects and accomplishments, discipline and counseling in file, previous job experience and other leadership experiences. Ability may be determined based upon such factors as interpersonal skills, communication skills, other applicable skills, leadership ability, team skills and ability to teach and/or mentor. Where two or more employees are considered for a Senior position, and where the merit and ability of a less senior employee exceed that of a more senior employee, a Union Business Representative will be asked to participate in the selection of the Senior.

823 In extenuating circumstances, the Employer agrees to give strong consideration to an employee's request for transfer even though disciplinary action is present in the employee's personnel file.

824 Section 5 - Transfer Evaluation Period

825 When a full-time, part-time or on-call employee transfers, said employee shall undergo a one-hundred and twenty (120) calendar day transfer evaluation in the

new position. In extenuating circumstances, the parties agree to meet and confer, on a case by case basis, and set appropriate time limits for a transfer evaluation period. If, in the judgment of the Employer, the employee fails to qualify for the new position at any time during the transfer evaluation period, the employee will be returned to his/her former classification and position, or to a comparable position, without loss of seniority including the employee's former placement in the wage structure. Employees displaced by said return will return to their former or comparable position. An employee may elect to return to his or her former classification and position, or a comparable position, within fourteen (14) workdays from date of transfer or fourteen (14) workdays from the conclusion of a training/orientation period which will not normally exceed fourteen (14) workdays, without loss of seniority at the same placement in the wage structure.

826 In unusual circumstances involving extensive training, the parties agree to waive the above one hundred and twenty (120) calendar day Employer evaluation period and the fourteen (14) workday employee option to return to their former position. In such circumstances, the parties agree to meet and confer on a case by case basis and set appropriate time limits. Further, should an employee's training/orientation period exceed four (4) months, then for this language to apply, said employee must request return to his/her former position no later than on conclusion of one-half (½) of said training/orientation period.

827 Section 6 - Internal Career Advancement

828 The Union and the Employer agree that offering and promoting educational and training opportunities can prove to be a benefit to both the employee and the Employer. There is also agreement that the availability of appropriate training which enhances career mobility and provides avenues for employee growth and development is desirable for both parties. The Employer shall make every reasonable effort to meet personnel needs by way of internal promotion and career development. In addition, the parties agree that the responsibility for achievement and maintenance of required licensure, certification or registration rests with the individual employee and that Employer offered training programs, workshops or seminars shall be subject to the Employer's operational needs and staffing requirements.

829 Section 7 - Promotions and Transfers out of the Bargaining Unit

830 An employee promoted from the bargaining unit to a supervisory position or an employee transferred to another bargaining unit or promoted out of the unit to a represented or non-represented position, shall not accrue seniority, but shall retain her/his seniority accredited to her/him at the time of such transfer. The above notwithstanding, the returning employee shall receive all benefits and wages (step placements) based on their total accrued service except for bidding rights which shall be limited to bargaining unit seniority.

831 Section 8 - Transfers from Other Kaiser Permanente Facilities

832 An employee transferring from another Kaiser Permanente facility not covered by this Agreement shall have their prior service recognized for purposes of vacation and Life Balance Day accrual, holiday pay, dental and health plan eligibility, pension plan benefits, sick leave, and tenure salary step, provided that the time between leaving the other facility and commencing employment under the Agreement does not exceed six (6) months.

833 Section 9 – Departmental Internal Bid Process

834 Positions will be identified and posted internally within the department for seven (7) calendar days. Positions will include status, shifts and locations. All department staff are eligible to apply for said positions including those employees with less than eighteen (18) months' employment in the department. The Department Administrator or designee, Union, and Human Resources and/or Recruitment representative will select a date/time within a reasonable time immediately following the departmental posting process to finalize selections. Selections of candidates will not be unduly delayed.

Positions will be awarded by seniority order provided the employee meets minimum job qualifications. The awarding of department specific positions is set forth in the following order:

- Full-time and part-time employees within same classification
- ISPT employees within same classification
- On-call employees within same classification

835 Department postings that are awarded, as defined in paragraph 834, will not count against the number of times an employee may transfer per Article 8, Section 4 – Transfer Rights. Corrective Action, currently on file, is not intended to limit an employee's ability to be awarded a position in the Department Internal Bid Process.

836 Once the departmental job posting(s) has/have been filled, a remaining job opening(s) will be submitted to Recruitment as per the usual and customary process. Such job vacancy(ies) will be posted in accordance with the normal posting procedures provided in the CBA.

837 Employees who accept a position during the Department Internal Bid Process will not have the option to return to their previous position once they have accepted the position. In extenuating circumstances, the parties agree to meet to discuss said unique situation on a case-by-case basis.

838 Approved vacations will be honored.

839 **Department Internal Bid Process**

The following is intended to create a standardized workflow across the board:

- Communication template

- Communication distribution
- Bid period
- Requirement for record keeping

840 **Pre-Work**

- Department maintains on-going record of vacant status (Regular FT, PT32, PT21, ISPT-PT20, On call)
- Request department seniority and classification list from HR
- List of all employees out on FMLA/LOA/Modified duty, etc.
- Parties confirm date and time of internal bidding day or days.

841 **Internal Status Change Process:**

1. Send notification in email or department scheduling system to each employee.
2. In email:
 - a. Specify specific classifications eligible for bid.
 - b. Outline selection process in email providing the specific CBA language.
 - c. Specify number and type of status change opportunities.
 - d. Provide instructions for interested employees to email the Manager, or designee of selection if unable to attend internal bidding day.
 - e. Send notification to employees on LOA/FMLA/Modified duty etc.
 - f. Indicate deadline: Employees must respond within seven (7) calendar days from date the position(s) is/are posted.
 - g. Have employees verify their seniority date to ensure changes are made prior to bidding.
3. At conclusion of "posting period", organize all email bids by status and seniority.
4. Manager or designee will offer the position(s) in seniority and status order via phone or email to employees.
5. Employees must accept or decline via written statement or email.
6. Communicate outcome (Bid award) to staff via email Seniority list.
 - a. Indicate effective date for new status changes (start of first pay period following bid).

842 **Post-Bid Record Keeping:**

- Manager or designee submits Position Detail Change in HR Connect for each affected employee.
- Recommended: Send Bid award email to HRC and Business Agent.
- Department to maintain bid records in accordance with the Employer's records retention policy, including:
 - Notification email and distribution list
 - HR Seniority List
 - All email bids from staff

- All confirmation emails
- Job bid Award communication

843 **Remaining Unfilled Positions**

Positions remaining unfilled following the Department Internal Bid Process will proceed through the normal posting/hiring process.

900 **ARTICLE 9 - PROBATION**

901 **Section 1 - Probationary Period - New Hires (Full-time/Part-time Employees)**

902 New hires entering the bargaining unit shall be regarded as probationary employees during the first one-hundred twenty (120) calendar days of their initial employment for full-time employees and during the first one-hundred twenty (120) calendar days of the initial employment for part-time and on-call employees. Upon completion of the original period, if the employee cannot be properly evaluated for purposes of retention, the Employer may extend the new hire probationary period up to an additional sixty (60) calendar days, and the employee and the Union will be notified of the extension and the reason for such extension. The employee will not be subject to corrective action. Upon completion of the probationary period such new hires shall be entitled to seniority dating back to most recent date of hire with the Employer.

903 **Section 2 - Discharge During Probation**

904 Employees covered by this Agreement may be discharged during their probationary period without cause and without recourse to the grievance procedure.

1000 **ARTICLE 10 - BULLETIN BOARDS**

1001 The Union shall deliver notices to be placed on the bulletin boards to the Employer's designated representative for posting and removal. The Employer shall keep the Union informed as to the identity of the Employer's representative. No posting shall be made unless advance concurrence of the Employer's representative has been obtained.

1100 **ARTICLE 11 - DISCRIMINATION**

1101 The Employer and the Union agree that there shall be no discrimination against any employee or applicant because of race, color, religion, creed, national origin, ancestry, sex, sexual orientation, age, physical disability, mental disability, genetic information, gender identity, gender expression, veteran status, or other status protected by applicable federal, state, or local laws.

1200 ARTICLE 12 - HOURS OF WORK AND OVERTIME AND ADDITIONAL HOURS

1201 Section 1 - Normal Workweek

1202 This Article is intended to define the normal hours of work and shall not be construed as a guarantee of hours of work per day or per week, or of days of work per week. Forty (40) hours, consisting of five (5) consecutive eight (8) hour days shall constitute a normal workweek. A regular days work shall consist of eight (8) hours within nine (9) consecutive hours with not more than one (1) hour unpaid lunch.

1. A workday is defined as the twenty-four (24) hour period from midnight to midnight.
2. A workweek shall consist of seven (7) day period beginning at Sunday, 12:01 a.m. or Monday, 12:01 a.m., or at the shift change hour nearest that time.
3. A payroll period shall consist of the two (2) consecutive workweeks preceding payday.
4. A shift shall be defined as a designated and scheduled period of work.

1203 A minimum of two (2) hours must be worked for the day to count as a day worked for the purposes of computing Seventh (7th) day consecutive day premium pay.

1204 Section 2 - Overtime

1205 All hours in excess of eight (8) hours in one (1) workday or in excess of forty (40) hours in one (1) scheduled workweek shall be paid for at the overtime rate of one and one-half (1 ½) times the straight time hourly rate.

1206 The Employer shall pay one and one-half (1 ½) times the straight time hourly rate for all hours worked over eight (8) and two (2) times the straight time hourly rate for all hours worked over twelve (12) in one (1) shift. When a shift commences within nine (9) hours of the end of a previous eight (8) hour shift, the Employer shall pay time and one-half (1 ½) for the first four (4) hours, and two (2) times the straight time hourly rate for all consecutive hours thereafter.

1207 The Employer shall pay two and one-half (2 ½) times the straight time hourly rate for all hours worked in excess of sixteen (16) hours in any one workday.

1208 In the event a regular employee, who is normally scheduled with every other weekend off, works a second consecutive weekend, such employee shall receive time and one-half (1 ½) their regular rate of pay for all hours worked on the second consecutive weekend, and alternating consecutive weekends thereafter, except when such schedule results from the request of the employee. This provision shall not apply to an employee who works a regular weekend schedule and shall not

apply to an employee who has a regular schedule which provides for either every Saturday or every Sunday off.

1209 Section 3 - Duplication of Overtime

1210 Payment of overtime and premium rates shall not be duplicated for the same hours worked under any of the terms of this Agreement; and to the extent that hours are compensated for at overtime or premium rates under one provision, they shall not be counted as hours worked in determining overtime or premium payments under the same or any other provisions. Where two or more overtime or premium rates apply to the same hours, the greater shall prevail.

1211 Section 4 - Seventh Day Worked

1212 All work performed on the seventh (7th) consecutive day of the workweek shall be paid at the rate of two (2) times the straight time hourly rate, except when such schedule results from the written request of the employee.

1213 Section 5 - Scheduling

1214 The Employer will exercise its efforts in good faith, subject to the requirements of efficient operations, to the end that employees will be scheduled on a basis of a normal workweek of forty (40) hours within five (5) consecutive eight (8) hour days, followed by two (2) consecutive days of rest.

1215 The Employer will make every effort to work with employees in their department to develop and implement a work schedule which meets the needs of the department and the employees.

1216 In departments with weekend shifts, employees shall be regularly scheduled so they are assured every other weekend off. Such does not preclude the Employer from hiring employees into an every-weekend position or from employees requesting in writing to work every weekend.

1217 Weekend shall mean Saturday and Sunday, except in the case of the night shift, which shall mean Friday and Saturday.

1218 In departments where every other weekend off scheduling is not in effect, the Employer will make every effort to schedule employees with two (2) consecutive days off except where employees have requested and been granted work schedules which preclude consecutive days off.

1219 The Employer will make a good faith effort to schedule employees with a minimum of a twenty-four (24) hour break between their last hour of work on their old shift and their first hour of work on their new shift, when permanently transferring from one shift to another shift or one facility to another facility.

1220 In all cases, except those cases of emergency, should it be necessary in the interest of efficient and economical operations to establish schedules departing

from the normal workweek, the Employer and the Union, at the request of either, shall confer to determine whether, based upon the facts of the situation, mutually satisfactory modified schedules can be arranged, but the final right to arrange working schedules rests with the Employer in order to avoid adversely affecting operations.

1. Work schedules at all facilities shall remain posted four (4) weeks in advance in a visible place of ready access to all departmental employees and will be maintained on a weekly basis. This will include locations and shifts.
2. Schedule changes will be posted by Thursday of the week preceding the schedule change, except for emergencies.
3. The Employer will attempt to notify an employee of any schedule changes a minimum of twenty-four (24) hours before such change is to occur. However, failure to contact the employee will not result in penalty to either party.

1221 When scheduling employees, the Employer will make every effort to assign hours by bargaining unit seniority in the following order:

1. Full-time employees scheduled a minimum of forty (40) hours.
2. Thirty-two (32) hour part-time employees scheduled a minimum of thirty-two (32) hours.
3. Twenty to thirty-two (20-32) hour part-time employees scheduled up to thirty-two (32) hours.
4. Irregularly scheduled part-time employees scheduled up to thirty-two (32) hours.
5. On Calls.

1222 Section 6 - Additional Hours

1223 When additional hours become available, the Employer will request volunteers and offer such hours up to eight (8) hours per day and forty (40) hours per week. These hours will be offered to employees by bargaining unit seniority and ability to perform the work who are regularly assigned to the department and classification where the additional hours occur in the following order:

1. Volunteer part-time employees assigned to the same shift.
2. Volunteer part-time employees assigned to other shifts, provided said assignment does not result in overtime.

3. Irregularly scheduled part-time employees assigned to the same shift.
4. Irregularly scheduled part-time employees assigned to other shifts, provided said assignment does not result in overtime.
5. On-calls.
6. The Employer will give consideration to employees who request to work additional hours in another department or entity. Employees who desire to be considered for additional hours in another department or entity must provide written notification to that department's supervisor. Each department supervisor will maintain a list of employees, outside their department, who have provided such written notification. When employees, who have provided written notification, work additional hours outside their department, such hours will not count for computation of premium pay, except for hours worked in excess of eight (8) hours in one (1) day and hours worked in excess of forty (40) hours in one (1) week. However, if the Employer requests or assigns an employee to work additional hours outside their department, and the employee has not provided written notification requesting additional hours, all overtime and premium pay pursuant to this Agreement shall apply. Hours worked in another department shall not count for purposes of converting to Irregularly Scheduled Part-time status. However, once an employee achieves the status of Irregularly Scheduled Part-time, then hours worked in other departments will count toward the employee's maintenance of such status.
7. In the event there are no volunteers for said additional hours, the Employer may assign said hours in reverse seniority in the following order:
 - a. On Calls
 - b. Irregularly Scheduled Part-Time
 - c. Part-Time
8. It is understood that hours worked at the request of the employee outside of their department will not apply to Article 6, Section 3, Paragraphs 608 and 609.
9. If when creating the schedule, the Employer needs to work non-volunteer employees beyond the thirty-two (32) hours, the Employer shall confer with the Union at least four (4) weeks prior to implementation. The parties agree to confer within seventy-two (72) hours of the Employer giving the Union notice.

1224 Overtime and standby time will be rotated within the department and classification equitably and shall be offered by seniority, by department and classification. For those departments with designated worksites, overtime will be rotated within those worksites and classification equitably and shall be offered by seniority. Hours shall be awarded to employees who will receive overtime pay prior to those who are

entitled to double time rate. Employees returning from a leave of absence will be placed on the standby list in seniority order.

1225 An employee who desires to be considered for rotation of overtime should so notify the supervisor in writing.

1226 If no employee accepts the offer, the Employer shall assign the overtime or standby time on a rotational basis by reverse seniority.

1227 Section 7 - Shift Assignments

1228 In the event the Employer changes employees' shift assignments, consideration will be given to the desires of the affected employees. If there is no mutual agreement, changes will be made in reverse order of seniority provided that merit and ability are adequate as to the Employer's staffing requirements.

1229 Section 8 - Rest Periods

1230 Each employee is allowed a rest period during each continuous four (4) hours of work as close as possible to the mid-point of the period. If continuous operation is required on the job concerned, a substitute will be provided by the supervisor for the rest period. In no case shall a rest period exceed fifteen (15) minutes in length. In the unusual circumstances where an employee is unable to take time off for a rest period, the employee may request and receive the time equivalent to such rest period at the next scheduled lunch period that day or later in the shift. Such rescheduling within the shift shall be at the Employer's option.

1231 An employee may voluntarily combine his/her meal and break period, meaning the rest periods of fifteen (15) minutes each may be combined with the lunch break of one half hour, in those departments where conditions permit and meet operational needs. Should the State of California revoke or fail to renew the exemption to allow the combination of meal/rest periods, employees will no longer be permitted to combine meals and rest periods.

1232 Section 9 - Notice of Intended Absence

1233 Employees who are required to be absent from work for any reason will provide their immediate supervisor or her/his designated representative with reasonable notice of such intended absence and the reasons therefore. Except for an emergency, such notice must be provided to said supervisor immediately following the employee's knowledge of the need for such absence, but no later than the Thursday of the week preceding the day(s) of absence.

1234 Section 10 - Voluntary Alternative Work Schedules

1235 In the event the parties agree that such schedules are feasible and desirable, they may be implemented in agreed upon departments.

1236 Section 11 - Flexible Schedules

1237 The parties agree that an employee(s) written request for flexible schedules will be jointly reviewed to determine the feasibility of implementation. However, the Employer maintains the sole right to discontinue such schedules where efficiency of operations or effective patient care is impeded and/or a negative economic condition evolves.

1238 Section 12 - Changing Clothing

1239 Employees will be given reasonable time to change clothing when required by the Employer.

1240 Section 13 - Selection of Floating

1241 Within hospital nursing if there is a need to float an employee from one area to another area, the least senior qualified employee on that shift and in that area shall be floated.

1242 The Union and Employer agree that where there is a need for floating to other worksite locations, all qualified employees will be solicited on a voluntary basis first by seniority. Where there is no volunteer, assignment will be made by inverse seniority, where the employee has the skill and ability to perform the job and would have the least impact on patient care.

In departments with designated work sites (i.e. zones, quadrants, 1:1 model), the Employer will float the least senior employee from the facility that would have the least impact on patient care.

1300 ARTICLE 13 - COMPENSATION

1301 Section 1 - Wage Schedules

1302 The Wage Schedules for the Service and Maintenance, Patient Care, Clerical and Technical classifications will be provided to the Union.

1303 Section 2 - Wage Rate Upon Promotion

1304 An employee who is promoted within the same job family will be placed on the wage structure as follows:

1. If a one (1) labor grade promotion, the employee will be placed on the same tenured step as attained in the labor grade from which promoted.
2. If a two (2) or more labor grade promotion, the employee will be placed on the wage rate which is equal to or next above the wage rate attainable by said employee for a one (1) labor grade promotion.

1305 If an employee is scheduled for a step increase within thirty (30) days of the promotion, and the step increase is greater than the rate received as a result of

the promotion, the employee will be advanced one (1) step at the time of promotion.

1306 Section 3 - Wage Rate for Out of Class Work Assignment

1307 Each employee will have a regular job classification title and job classification. When an employee is required to perform work in a classification other than his/her regular classification, his/her hourly rate shall be determined as follows:

1. When an employee temporarily performs work in a job classification lower than his/her regular classification, he/she will continue to receive the regular hourly rate of pay which he/she is entitled in his/her regular job classification, at the time the work is performed in the lower classification.
2. Employees working in a higher classification on a temporary basis shall receive the hourly rate for the higher classification and be paid at the same step rate held in the employee's regular classification for all time spent in that higher classification.

1308 Section 4 - Wage Rate Upon Transfer

1309 An employee who has permanently transferred to a position in another Job Family with a higher maximum rate shall be paid the next highest wage rate (compared to his/her current wage rate) in the new grade level to which she/he has transferred.

1310 An employee who is transferred to a position in her/his same grade level shall receive the same rate as is applicable to that grade level. Credit for service in this equal grade level shall be allowed for the purpose of determining the date of her/his next adjustment.

1311 Section 5 - Red Circle Rates

1312 Red circle rates shall apply only to the individual involved and only for the duration of her/his occupancy of her/his present job, or of succeeding jobs to which she/he may be upgraded for which the standard hourly wage rate is less than the red circle rate. It shall be the intent of the parties to eliminate red circle rates gradually through normal promotion and turnover and through the principles previously agreed to. Maintenance of a red circle rate shall not apply in cases where an employee moves or is transferred to a lower rated job classification. In this event, the wage rate of the lower class shall apply.

1313 In the event a significant reduction in the job content level within an existing position occurs, a red circle rate shall apply to the affected incumbent(s).

1314 Section 6 - Step Increases/Step Progression

1315 Each employee covered hereby shall receive the appropriate rate according to the schedule and conditions as set forth herein; however, nothing in this Agreement

shall prevent the Employer from paying over and above the wage rates listed in this Agreement.

1316 For the wage structures listed below, the step rates specified for each grade shall be applied as follows:

- Service and Maintenance
- Patient Care
- Clerical
- Technical

1317 Employees will progress through the structures as follows: Example (New Hire):

- Step 1: Six (6) months.
- Step 2: Following initial six (6) months, employee remains in Step 2 for six (6) additional months.
- Step 3: On completion of Step 2, employee moves to this step and remains for one (1) year.
- Step 4: On completion of Step 3, employee moves to this step and remains for one (1) year.
- Step 5: On completion of Step 4, employee moves to this step and remains for one (1) year.
- Step 6. On completion of Step 5, employee moves to this step.
- Step 7. If employee is in a classification which has a seventh (7th) step as indicated in the Wage Schedule, and if employee is in Step 6 for a year, the employee moves to Step 7.

10 Year Longevity Differential Step. 15 Year Longevity Differential Step.

1318 Step progression for full-time employees is based on calendar months of service in their classification. For part-time employees, step progression is based on hours worked in their classification in accordance with the following table:

6 Month Step	after 1,000 hours
1 Year Step	after 2,000 hours
2 Year Step	after 4,000 hours
3 Year Step	after 6,000 hours
4 Year Step	after 8,000 hours
5 Year Step	after 10,000 hours*

*For employees in classifications which have a 5 Year Step.

1319 Step increases shall be made and become effective on the first day of the pay period following the employee's eligibility date.

1320 Section 7 - Advanced Hiring Criteria

1321 Employees who are hired into selected classifications on the Patient Care, Clerical and Technical Wage Structure as reflected below will be eligible for advanced step placement. Further, the Employer maintains sole right to determine the appropriateness of any such future placements. This list is subject to change during the term of the contract.

- Patient Care: LVN
 Physical Therapy Assistant

- Clerical Structure: Medical Transcriptionist
 Health Information Coder II Tumor Registrar
 Cancer Registry Abstract Clerk

- Technical Structure: Radiologic Tech I
 Radiologic Tech II
 Diagnostic Sonographer I and II
 Computer Tomography Tech
 Mammography Tech I and II
 Nuclear Medicine Technologist
 Ophthalmic Technologist
 Respiratory Care Practitioner
 Peripheral Vascular Technologist
 Laboratory Assistant
 Orthopedic Technician
 Histo-Technologist
 Senior Histo-Technologist
 Echocardiogram Tech, I and II
 Orthopedic Tech II
 MRI Tech
 Surgical Tech
 SPD Tech
 EEG Tech
 Contact Lens Fitter Optical Dispenser

<u>Years of Experience</u>	<u>Step Placement</u>
Less than 1	Step 1
1 but less than 3	Step 2
3 but less than 5	Step 3
5 or more	Step 4

1322 On a case by case basis, and at least twice during the term of the contract, the Employer agrees to meet with representatives of the Union to review job classifications which may require wage increases over and above negotiated wage rates which have been designated as market sensitive. Wage data used by the

Employer, and Union if provided, in identifying such classifications shall be jointly reviewed by the parties prior to the Employer implementing any changes during the contract term. Disputes arising out of this process shall not be subject to the grievance and arbitration procedure.

1323 Section 8 - Wage Rates for Seniors

1324 An employee who is designated as senior (provides functional direction to assigned staff) will receive the senior hourly differential for compensated hours. The designation of senior positions will only occur when a supervisor identifies the need for such.

1325 Positions that are designated senior will provide functional direction to assigned staff to include but not be limited to the following:

1. Respond to questions of assigned employees.
2. Assign staff as directed.
3. Coordinate workflow and assign priorities.
4. Train and orient assigned staff.
5. May provide recommendations to supervisor regarding departmental procedures, equipment.

1326 Section 9 - Retroactivity of Wage Increases

1327 Any wage increase which occurs during a vacation of an eligible employee shall be provided to the employee retroactive to the date of eligibility.

1328 Section 10 - Shift Differential

1329 The appropriate per hour shift differential shall be paid for all hours worked on the evening shift which commences on or after 2:00 p.m. but before 10:00 p.m. The appropriate per hour shift differential shall be paid for all hours worked on the night shift which commences on or after 10:00 p.m. but before 6:00 a.m. Shift differential shall be considered as part of the basic wage schedule for the purpose of calculating payment of overtime. Shift differential is paid for hours worked only.

1330 The per hour shift differential for employees working the evening (2nd) shift and the night (3rd) shift will be paid in accordance with the following schedule:

<u>Evening Shift</u>	<u>Night Shift</u>
\$ <u>2.00</u> per hour	\$ <u>3.25</u> per hour

1331 For all employees hired on or after July 1, 1984, and for employees who transfer on or after July 1, 1984, to a shift which begins on or after 4:00 a.m. but before 6:00 a.m., the night shift differential shall not apply.

1332 The appropriate shift differential shall be paid to employees whose overtime hours go into the evening or night shift provided they work a minimum of three (3) hours into the evening or night shift.

1333 Section 11 - Longevity Rate

1334 The following schedule indicates years of service and the per hour longevity rate provided to employees. Service years include prior employment with the San Diego Health Association.

<u>Years of Service</u>	<u>Longevity</u>
10 Years	\$0.35 per hour
15 Years	\$0.50 per hour

1335 Section 12 - Call Back Pay

1336 All employees called to work prior to or subsequent to their regular shift shall receive a minimum of two (2) hours pay at their regular rate subject to the applicable overtime and premium provisions. In addition, a regular full-time employee called to work on an unscheduled workday shall receive a minimum of two (2) hours pay at her/his regular rate subject to the applicable overtime and premium provisions. The provisions of this Section shall not apply to employees in a standby status.

1337 Call Back shall be defined as a call for an employee to perform work after leaving the premises but before he/she is next scheduled for work.

1338 Section 13 - Reporting Pay

1339 Employees who are requested to report for work or who are scheduled to work, and who are permitted to come to work without receiving prior notice that no work is available, shall perform any work to which they may be assigned. When the Employer is unable to utilize such employee and the reason for lack of work is within the control of the Employer, the employee shall be paid the equivalent of two (2) hours at the straight time hourly rate. The provisions of this Section shall not apply if the lack of work is not within the control of the Employer or if the Employer makes a reasonable effort to notify the employees by telegram or telephone not to report for work at least two (2) hours before their scheduled time to work. It shall be the responsibility of the employees to notify the Employer, in writing, of their current address and telephone number. Failure to do so shall preclude the Employer from the notification requirements and the payment of the above minimum guarantee.

1340 Section 14 - Standby Pay

1341 Employees on standby status shall be paid one-half (1/2) of their regular rate of pay up to a maximum of twelve dollars (\$12.00) for each hour on standby. Actual work time shall begin when the employee arrives at the hospital or medical office where he/she was called and shall end when the employee leaves the same

facility, provided however, that the employee shall be guaranteed a minimum of two (2) hours each time he/she is called in. An employee shall receive time and one-half (1 ½) his/her regular rate of pay rather than the standby allowance for all hours actually worked or guaranteed during the standby period. Hours worked while on standby on a designated holiday will be paid at double time and one-half (2 ½). Standby hours worked or unworked shall not count toward computing seventh (7th) consecutive day pay.

1342 Section 15 - Bilingual Pay

1343 Employees who are routinely required (over 5% of the time) to interpret other languages, in compliance with regulatory requirements, shall receive bilingual pay for Qualified Bilingual Staff in the amount of sixty-five dollars (\$65.00) per month or \$0.375 per hour.

1344 The Employer and the Union will jointly review and discuss the number of positions necessary to satisfy the normal interpretation qualification and the seniority of the individuals who will perform the function. Following implementation, openings will be filled through job postings.

1345 Section 16 - Payroll Errors

1346 A paycheck error shall be corrected within seventy-two (72) hours from the time the employee notifies the supervisor of the error or per applicable law.

1347 Section 17 - Make-up Time

1348 Any employee who is absent for authorized PTO/KTO in any workweek may request to work on his/her regularly scheduled day off within said workweek. Such request may be granted based upon availability of work and such employee will be paid his/her straight time hourly rate.

1349 Section 18 - Training Pay

1350 Any employee designated by the Department Administrator, Assistant Department Administrator, or Supervisor as a trainer/ preceptor shall be compensated at five percent (5%) above their rate for all hours spent as a trainer/preceptor.

1351 Training/Preceptor Guidelines and Pay

1352 The following summarizes the intent between the parties concerning eligibility for training pay in accord with the following guidelines:

1353 A trainer/preceptor is someone who is designated by the Department Administrator, Assistant Department Administrator or Supervisor to prepare for and present a training program. This does not include employees who may be assigned to orient or be observed by students or new employees. Training assignments must be a minimum of one (1) hour in duration and be prescheduled by Management in order for training pay to apply.

1354 Additionally, the following criteria must be met:

1. Must be designated in advance by a Department Administrator, Assistant Department Administrator or Supervisor.
2. Must perform the full scope of duties which must always include:
 - Teaching technical, professional or clerical skills, techniques and procedures to groups or individuals.
 - Training groups or individuals as an assignment.
 - Serving as a role model for professional standards within the department and/or organization.
3. Training differential will apply for hours worked as a trainer/preceptor only.

1400 ARTICLE 14 - WORK/LIFE BALANCE TIME OFF PROGRAM

1401 The Work/Life Balance Time Off Program is effective June 1, 2001. The Program consists of Life Balance Days, Vacation, Sick Leave and Designated Holidays.

1402 Section 1 – Life Balance Days

1403 Effective June 1, 2001, eligible full-time employees shall commence accrual of Life Balance Days at the rate of 3.33 hours per month, up to a maximum of forty (40) hours at any given time. Eligible part-time employees accrue Life Balance Days at the above rate, prorated based on hours paid (up to a maximum of 80 hours in a pay period) in the previous two pay periods. Eligible full and part-time employees hired on or after June 1, 2001, will commence accrual of Life Balance Days from their date of hire.

1404 Life Balance Days may be used for any reason and may be used in increments of eight (8) hours or less.

1405 In the event an employee elects to use a Life Balance Day(s) in conjunction with vacation, such Life Balance Day(s) may be granted only after the annual vacation selection process as described in Article 14 of this Agreement has been completed.

1406 Life Balance Days will, insofar as possible, be granted on the day(s) requested by the employee.

1407 Requests to take a Life Balance Day(s) must be made seventy-two (72) hours in advance of the day(s) requested, and such requests are subject to departmental approval processes as defined by the department.

- 1408 Preferences for Life Balance Days shall be recognized according to seniority by date of earliest submission.
- 1409 In the event an employee's requests to take Life Balance Days are continually denied, the parties shall confer upon the Union's request, to determine an appropriate resolution.
- 1410 A request for a single Life Balance Day off or hour(s) within a single shift will be granted upon receipt of at least two weeks' notice subject to core staffing needs. The Employer will respond within seventy-two (72) hours not counting weekends and holidays.
- 1411 Last-minute notice is acceptable for personal emergencies.
- 1412 Requests with less than two (2) weeks' notice, requests for consecutive days off, for days before and after a holiday, or for other days designated by mutual agreement, will be reviewed and approved or denied on a case-by-case basis in order to meet the core staffing needs.
- 1413 Denials will be tracked and compiled by department on a quarterly basis.
- 1414 Life Balance Days may be donated to another eligible employee.
- 1415 Life Balance Days that are accrued, and not used, are paid out upon termination, retirement or transfer to an ineligible status.
- 1416 Section 2 - Designated Holidays
- 1417 The following days shall be observed as designated holidays: New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.
- 1418 All designated holidays will be paid on the actual calendar day they fall, and all conditions and benefits applying to such a designated holiday will be in effect on that calendar day.
- 1419 In five (5) day, Monday through Friday departments, if the designated holiday falls on a Saturday and the department/location is normally closed on Saturday, the designated holiday will be observed on the preceding Friday for purposes of having the designated holiday off. Further, if the designated holiday falls on Sunday and the department/location is normally closed on Sunday, the following Monday will be the observed holiday for purposes of a holiday off. The observed holiday is not the actual calendar holiday and will not be subject to holiday worked premium should the employee work.
- 1420 In seven (7) day departments, designated holidays will be observed and paid either worked or unworked on the calendar day on which the holiday falls.

- 1421 When scheduling holidays, it will be done by bargaining unit seniority in the following order:
1. Volunteers within classification and shift.
 2. In the event there are no volunteers, the Employer will assign by inverse seniority by classification, shift, work site, zone or quadrant where applicable.
 3. The Employer will create a holiday sign up process.
- 1422 Pay for part-time employees for unworked designated holidays shall be at the rate of ten percent (10%) of all straight time hours paid in previous pay period.
- 1423 Section 3 - Designated Holiday Premiums
- 1424 Regular employees working on designated holidays shall be paid at the overtime rate of one and one-half (1½) times their regular rate of pay in addition to their regular rate of pay. Employees may request the option of being paid one and one-half (1½) times the appropriate regular rate of pay with a compensatory day off to be taken within a thirty (30) day period before or after a holiday at the straight time rate of pay. If the requested compensatory day off is not granted, the employee will be paid at the straight time rate of pay for the day. If a regular employee's day off falls on a designated holiday, she/he shall receive an additional day off within one (1) month with no deduction in pay or the holiday pay. Employees shall not receive their shift differential for unworked paid designated holidays.
- 1425 No holiday allowance shall be paid to an employee who is scheduled to work on a designated holiday and fails to do so, except for personal illness, death in the family, or similar good cause.
- 1426 On-call and temporary employees working on a designated holiday shall be paid at the premium rate of one and one-half (1 ½) times their regular rate of pay for all hours worked.
- 1427 Section 4 - Exceptions
- 1428 The provisions of this Article shall not accrue to the benefit of an employee on leave of absence or layoff, except that an employee absent from work due to illness or injury shall be entitled to holiday benefits for a designated holiday occurring during a period of illness in which she/he is entitled to Vacation, a Life Balance Day or Sick Leave.
- 1429 To be eligible for designated holiday benefits, an employee must also have worked both her/his last scheduled shift prior to and the next scheduled shift following such holiday, except that this requirement will not apply if the employee's absence is authorized by the Employer from said shifts due to bona fide illness. The Employer may require that such illness be certified.

1430 If an employee is absent on Vacation, a Life Balance Day or Sick Leave and a designated holiday occurs during such absence, if she/he is eligible for holiday pay, such pay shall be charged to the designated holiday and not against the employee's Vacation or Life Balance Days Account or Sick Leave Bank.

1431 Section 5 - Overtime

1432 Designated holidays paid for but not worked shall not count as time worked for the purposes of computing weekly overtime.

1433 When a payday falls on a designated holiday, employees shall be paid on the last workday immediately preceding the holiday.

1434 Section 6 - Work/Life Balance Time Off Eligibility Date

1435 The Work/Life Balance Time Off eligibility date determines the employee's accrual rate and is their date of hire, unless it is adjusted for unpaid leaves of absence or for the period of time the employee worked in an ineligible status.

1436 The Work/Life Balance Time Off eligibility date shall mean that period of continuous employment with the Employer, less any absence from employment which exceeds sixty (60) days. Leaves of absence of sixty-one (61) days or more will be deducted in their entirety from the eligibility date. The Work/ Life Balance Time Off eligibility date shall not be adjusted during the period of a leave of absence due to industrial illness or injury.

1437 Section 7 - Vacation Account

1438 Effective June 1, 2001, eligible full-time employees shall accrue vacation hours on a monthly basis according to the following schedule:

<u>Length of Service</u>	<u>Hours Per Month</u>	<u>Days Per Month</u>	<u>Days Per Year</u>
0-4 Years	6.66	0.83	10
5-8 Years	10.00	1.25	15
9-10 Years	13.33	1.66	20
11+	16.66	2.08	25

1439 Part-time employees shall accrue vacation hours prorated based on hours paid (up to a maximum of eighty (80) hours) in the preceding two (2) pay periods.

1440 Section 8 - Use of Vacation

1441 Vacation should be used for purposes of leisure and recreation. Vacation taken for family leave purposes will run concurrent with Family Leave.

1442 Section 9 - Vacation Pay

- 1443 Employees shall not receive their shift differential with vacation pay. Vacation pay shall be at the base hourly wage rate the employee is receiving on the date time off is taken.
- 1444 Vacation shall not be considered as time worked for the purposes of computing overtime.
- 1445 Part-time employees shall receive vacation pay for time taken off on a scheduled day based on their hours that day.
- 1446 Full-time employees taking one (1) week of vacation will be paid for forty (40) hours of vacation. Part-time employees will be paid vacation at an amount equal to the average hours paid per week, based on hours paid in the previous three (3) months.
- 1447 Section 10 - Requesting Cash Out With Scheduled Vacation Benefits
- 1448 Eligible employees may elect to cash out accrued vacation benefits during an annual election period, in accordance with the Employer's policy on in-service cash out of vacation benefits.
- 1449 Section 11 - Vacation Accumulation
- 1450 Employees may accumulate up to a maximum of five hundred (500) Vacation hours in their account. Effective January 1, 2002, the maximum number of vacation hours an eligible employee may accumulate is equal to twice an employee's annual accrual.
- 1451 Section 12 - Vacation at Termination or Retirement
- 1452 An employee who terminates employment or retires will receive payment for all accrued and unused vacation at the base hourly wage rate the employee is receiving on that date.
- 1453 Section 13 - Designated Holiday During Vacation Period
- 1454 If a paid designated holiday occurs during an employee's vacation period, that day shall not be chargeable against accrued vacation. If an additional day's vacation is taken because of said holiday, it shall be taken so as to run concurrently with vacation.
- 1455 Section 14 - Incidental Vacation Period
- 1456 After posting the approved Annual Vacation schedule (see Section 16 below), beginning April 1st, employees may request to take vacation in increments of less than five (5) working days. Such requests will not be unreasonably denied to part-time or full-time employees. If two (2) or more individuals submit requests for the same date on the same date, Article 6, Section 2 – Seniority Tie Breaker will prevail. In the event an employee's requests to take vacation are continually

denied, the parties shall confer upon the Union's request to determine an appropriate solution.

1457 Employees will be required to submit such requests at least four (4) weeks in advance; such requests shall be granted based on the date of earliest submission; and the Employer shall respond within seven (7) working days. The final right to grant such requests is reserved by the Employer subject to the orderly operations of the facility. Where extenuating circumstances exist, the Employer may waive the four (4) weeks written notice requirement.

1458 Section 15 - Vacation Advance Pay

1459 Vacation pay shall be at the rate the employee is receiving on the date she/he takes her/his vacation. An employee may receive an advance vacation paycheck prior to going on scheduled vacation, provided she/he notifies the Employer in writing at least fourteen (14) days in advance of her/his scheduled vacation period.

1460 Section 16 – Annual Vacation Scheduling

1461 Full-time and part-time employees will select and schedule Annual Vacation in accordance with the following procedures:

1. Annual Vacation will be selected and scheduled by facility and/or department, or unit, or shift, or zone, or quadrant, where applicable, in accordance with seniority. Seniority, for Annual Vacation selection and scheduling, will be defined as follows:
 - A. Bargaining Unit.
 - B. If two (2) or more individuals have the same bargaining unit seniority, refer to Article 6, Section 2 – Seniority Tie Breaker.
2. During the month of January, Vacation Planning Schedules, for the purpose of Annual Vacation selection, will be prepared listing employees in descending order of seniority. The schedule will run for one (1) calendar year from April 1st to March 31st. In addition, the Vacation Planning Schedule will indicate the number of persons allowed to take Vacation concurrently. Sufficient time will be made available to allow employees to schedule their Annual Vacation.
3. During the month of February, employees may select Annual Vacation in seniority order as listed on the Vacation Planning Schedule. For employees choosing to split their Annual Vacation period into three (3) or more five (5) day increments, upon completion of the first (1st) and second (2nd) choices, eligible employees may select their third (3rd) or more choices. For those employees choosing to select three (3) or more choices, each individual choice shall be done by seniority and on a rotational basis. Final right to allocate or change Vacation rests with the Employer in order to ensure the

orderly operation of the facility. The Schedule will be completed prior to March 1st to allow for staff planning.

4. Employees may schedule Annual Vacation to a maximum of their annual anticipated accrual at the time of vacation scheduling.
 5. Employees may elect not to select Vacation during the month of February and may make an Incidental Vacation request at any time (see Section 14 – Incidental Vacation, above). However, Incidental Vacation periods will be restricted to open dates not previously filled by Annual Vacation periods or approved leaves of absence.
 6. Employees may request Vacation schedule changes at any time. However, Vacation schedule changes will be restricted to open dates not previously filled by Annual Vacation periods or approved leaves of absence. In addition, employees will be required to submit Vacation schedule changes at least four (4) weeks in advance; and such changes shall be granted on the basis of date of earliest submission. The Employer shall respond within seven (7) working days.
 7. For employees transferring from one department, unit or shift to another department, unit, or shifts, the Employer will make every effort to honor the approved annual vacation from the previous department, unit, or shift. The Employer retains the final right to honor such approval.
 8. Employees wanting to cancel scheduled Annual Vacation or approved leaves of absence must give notice in writing at least eight (8) weeks prior to start of Vacation or leave. Vacations must be canceled in five (5) day increments.
 9. If accrued vacation has been exhausted, previously approved vacation may be canceled. Employees are responsible for knowing their amount of accrued vacation. The Employer can cancel an employee's vacation eight (8) weeks in advance of the date should an employee not have sufficient accrued vacation to cover the time. The employees will be notified of the available dates.
 10. Approved Vacation schedules will be posted on or before April 1st. The Employer will schedule, when possible, the employee's day off in such a way that they are attached to the employee's Vacation period.
- 1462 Insofar as practicable, Vacation shall be granted at the time desired by the employee. However, when efficient operation of the facility does not permit granting the Vacation request, the Employer retains the final right to schedule Vacation.
- 1463 Section 17 - Sick Leave Bank and Income/Extended Income Protection Plan

- 1464 Sick Leave shall be granted to an employee who becomes ill or injured. Sick Leave shall commence with the first (1st) day of any illness or injury. Certification may be required whenever it appears justified.
- 1465 Sick Leave hours will be earned on the basis of ten (10) hours per month for each calendar month of employment. Part-time employees shall accrue Sick Leave hours at the rate of ten (10) hours per month prorated based on hours paid (up to a maximum of eighty (80) hours) in the preceding two (2) pay periods. Sick Leave accrual is unlimited.
- 1466 An employee is entitled to Sick Leave with pay immediately for illness, hospitalization, injury and medical appointments.
- 1467 Sick Leave time off for which pay is received shall not be considered an interruption of continuous service.
- 1468 Part-time employees shall receive Sick Leave pay for time taken off on a scheduled day based on their hours that day.
- 1469 Sick Leave shall not be considered as time worked for computing overtime.
- 1470 Sick Leave pay shall not include regular shift differential for employees.
- 1471 Certification by a physician or other member of the Employer's staff duly authorized by the Employer may be required whenever it appears to be justified.
- 1472 Section 18 - Sick Leave Bank at Termination or Retirement
- 1473 Employees with a Sick Leave Bank of two hundred fifty (250) or more hours at the time of termination or retirement will have all unused hours in their Sick Leave Bank converted to Credited Service for Basic Pension Plan calculation purposes, provided they are vested in the Pension Plan.
- 1474 Section 19 - Disability Benefits - Income Protection and Extended Income Protection
- 1475 Employees scheduled to work twenty (20) or more hours per week will be provided with an Income Protection or Extended Income Protection Plan.
- 1476 The benefit amount will be equal to either fifty (50%) percent of base wages, sixty (60%) percent if integrated with a statutory plan (i.e., State Disability Insurance (SDI), Workers' Compensation, etc.), or seventy (70%) percent if the employee is on an approved rehabilitation program. If the employee is part-time, the benefits will be prorated according to the employee's scheduled hours. The minimum integrated benefit (prorated for part-time employees) provided by the program during the first (1st) year of disability will not be less than one thousand (\$1,000.00) dollars per month.
- 1477 Eligibility

- 1478 Eligibility for Income Protection or Extended Income Protection is based on length of service.
- 1479 Income Protection Benefit
- 1480 This benefit is provided to employees with less than two (2) years of service. Employees will receive a benefit commencing at the later of exhaustion of Sick Leave or according to SDI guidelines (i.e., the first (1st) day of hospitalization, eighth (8th) day of illness/injury) and will continue for up to one (1) year from the date of disability with continued medical certification.
- 1481 Extended Income Protection Benefit
- 1482 This benefit is provided to employees with two (2) or more years of service. Employees will receive a benefit commencing at the later of exhaustion of Sick Leave or three (3) months from the date of disability and will continue for up to five (5) years from the date of disability with continued medical certification. Benefits due to psychological related disabilities and alcohol/drug abuse are limited to a maximum of three (3) years from the date of disability. The Duration of Benefits Schedule will apply to employees age sixty (60) or over who become disabled while eligible for this program.
- 1483 Section 20 - Integration of Compensation Benefits and Sick Leave
- 1484 If an employee is eligible for basic State Disability Insurance (SDI), Employer-paid Sick Leave shall be reduced by the amount of the SDI benefit the employee is eligible to receive, so that combined SDI pay and Sick Leave pay totals normal straight time salary. The reduced amount of Sick Leave payment shall then be charged against the employee's accrued Sick Leave. If an employee is eligible for Workers' Compensation Insurance payments, the same method of integration with Employer-paid Sick Leave shall apply. Employees may elect to waive integrated Sick Leave benefits with Workers' Compensation Insurance payments, provided said election is made within seven (7) calendar days of the inception of the absence, and provided further that said election shall be irrevocable for the duration of said absence. Should the employee fail to elect nonintegration within said seven (7) calendar day period, the option of nonintegration will not be available. In the payment to employees on Sick Leave, disability or Workers' Compensation, the Employer will deduct taxes in accordance with Federal and State laws.
- 1485 It is the employee's responsibility to promptly file claims for any compensation benefits for which he/she may be eligible and to report the amount of such benefits to the Area Personnel Office.
- 1486 Sick Leave may be used for medical, dental or optical appointments. In order to provide for continuity of operations, the employee is required to provide notice to their supervisor of non-emergency medical, dental or optical appointments

immediately following the scheduling of said appointment but no later than seven (7) calendar days notice prior to the scheduled appointment.

It is understood that the practice of employees being permitted to seek and receive medical care for work related injury or sudden onset of illness or Employer required medical exams during working hours shall continue without loss in pay or use of Sick Leave. Employees will make every effort to schedule medical, dental and optical appointments at times when they are not scheduled to work.

1487 Coverages, limitations and exclusions of the foregoing Income and Extended Income Protection Plans are established and controlled by the Employer's agreements with the respective insurance carriers, plan documents, and summary plan descriptions.

1500 ARTICLE 15 - LEAVES OF ABSENCE

1501 Section 1 - Eligibility

1502 Leaves of absence without pay may be granted to full-time, part-time and on-call employees provided the reasons are compelling and there are no adverse scheduling problems. Each employee must have at least six (6) months of continuous service in order to be considered eligible for a Medical or Personal Leave of Absence without pay. However, in the case of disabilities related to pregnancy, the six (6) month eligibility requirement is waived for the purposes of the Medical Leave of Absence.

1503 All leaves of absence shall be requested in writing on a form provided by the Employer; and, employees shall be provided a copy of such form with the determination stated thereon. Leaves of absence requested within the current posted schedule will be approved or denied not later than seven (7) work days after such request is provided with a written explanation of his/her rights and responsibilities. Two (2) weeks written notification must be given to the Employer prior to the employee returning to work from all leaves of absence. The employee shall return to their former position or an equivalent position at their current rate of pay.

1504 Section 2 - Medical Leaves

1505 Upon the exhaustion of Sick Leave, Medical Leaves of Absence without pay for non-occupational disabilities, including conditions related to pregnancy shall be granted subject to the eligibility requirements, provided the employee furnishes a physician's certification setting forth the necessity for such a leave and the anticipated duration of disability. Physician recertification will be required at the expiration of each previous certification for continued eligibility.

1506 Employees with less than three (3) years of service shall not be granted a Medical Leave of Absence in excess of ninety (90) days. Employees with three (3) or more years of service shall not be granted a Medical Leave of Absence in excess of three hundred sixty-five (365) days.

- 1507 If an employee takes a medical leave of absence, returns to work and returns to a medical leave of absence status within ninety (90) days, the leave is treated as one continuous leave subject to the maximum limit.
- 1508 If an employee takes a medical leave of absence, returns to work for a period of at least ninety (90) days, then returns to medical leave of absence status, the leave is treated as a new leave of absence subject to the maximum limit.
- 1509 Employees may request, and the Employer may grant extensions to the maximum period of Medical Leave of Absence. Such extensions may be granted at the discretion of the Employer.
- 1510 Section 3 - Occupational Injury or Illness Leave
- 1511 Commencing on the first day of employment, for those absences covered by Workers' Compensation, employees will be eligible for an Occupational Injury or Illness Leave of Absence. Such leaves shall be continuous, provided the employee furnishes a physician's certification, until the employee is released by the attending physician.
- 1512 The Employer will place employees released to return to work from an Occupational Injury or Illness Leave, without medical restrictions, in their former position or equivalent at their current rate of pay as soon as reasonable, not to exceed seven (7) days; provided, the employee has given two (2) weeks notice of his/her return to work.
- 1513 The Employer will place employees released to return to work from an Occupational Injury or Illness Leave, with temporary medical restrictions, in their former position or equivalent, provided the employee can perform substantially all the job tasks per the medical restrictions or in an appropriate job opening on a preferential basis at their current rate of pay, provided reasonable accommodations can be made.
- 1514 The Employer will place employees released to return to work from an Occupational Injury or Illness Leave, with permanent medical restrictions, in their former position or equivalent, provided the employee is physically capable of performing substantially all the job tasks per the medical restrictions and limitations. If the employee is unable to perform their former job, that employee has the opportunity to bid on any vacancy that he/she is physically capable of and qualified to perform per their medical restrictions and limitations. Where there is no appropriate job, the Employer will provide all reasonable and necessary vocational/rehabilitation training program benefits as approved by the Division of Industrial Accidents/Workers' Compensation Appeals Board pursuant to the administration of the California Labor Code.
- 1515 Employees will be provided Occupational Injury and Illness Leave for up to a maximum of two (2) years. An employee who exhausts the two (2) year Occupational Injury or Illness Leave of Absence and has not returned to work shall be terminated. The Occupational Injury or Illness Leave will expire in less than two

- (2) years if the employee is no longer disabled and can perform his or her predisability job with or without reasonable accommodations; or if there is uncontroverted medical evidence that the employee is permanently disabled and cannot perform his or her predisability job with or without reasonable accommodation; or ninety (90) days after an Award by the Workers' Compensation Appeals Board indicating that the employee is permanently disabled and cannot perform his or her predisability job with or without reasonable accommodation.
- 1516 Employees on Industrial Leave of Absence who have completed applicable vocational/rehabilitation training may bid on open/posted positions, for which they are qualified, before applications are accepted from new employees. However, none of the above is intended to modify the terms of Paragraph 1513.
- 1517 Employees who do not enter a vocational/rehabilitation program, may qualify for acceptance into the Employer's current "Modified Duty Program." Such acceptance is based on available openings and the employees possessing any applicable minimum qualifications and a recommendation from the Employee Health Physician and Human Resources.
- 1518 Upon release by the attending physician from an Occupational Injury or Illness Leave, the Employer may request that the employee provide a return-to-work authorization containing the name of the physician, signature, clarification of disability sufficient to allow the Employer to make an appropriate determination of jobs the employee can perform, if any, and date release to return to work.
- 1519 Section 4 - Personal Leaves
- 1520 Personal Leaves of Absence, without pay, may be granted for justifiable reasons, subject to the eligibility requirements, for a period up to a maximum of thirty (30) days per paragraph 1502.
- 1521 The Employer agrees that in cases of a Personal Leave due to a death in the employee's immediate family or other justifiable personal reasons, the Union could, on behalf of the employee, request a meeting with Human Resources to discuss an extension to the maximum period of Personal Leaves. However, such extensions shall be granted at the discretion of the Employer and shall not exceed thirty (30) calendar days.
- 1522 Section 5 - Family Leave
- 1523 The Employer will comply with the provisions of the California Family Rights Act, as amended, and with the provisions of the Federal Family and Medical Leave Act of 1993, as amended. Any alleged violations of this Paragraph must be pursued under the procedures of those acts.
- 1524 Family Leaves for the situations which are covered by the FMLA/CFRA and/or other contractual leave provisions will be considered to run concurrently to the extent permitted by law when determining the maximum duration for both types of leave.

1525 Benefits While on Family Leave of Absence

1526 Premiums for continued Health Plan Coverage (including Mental Health benefit and prescription drugs), Dental Plan and Employer- paid Group Life Insurance Coverage will be paid by the Employer during an approved Family Leave of Absence. Coverage for optional contributory Group Life Insurance during the entire period of Family Leave, shall be paid for by the employee if continued coverage is desired. Employees on a Family Leave are eligible to accrue Vacation, Life Balance Days and Sick Leave for thirty (30) days.

1527 Section 6 - Military Leave

1528 All employees will be afforded the opportunity to take a Military Leave of Absence in accordance with the provisions of USERRA, as amended and other applicable statutes.

1529 Commencing on the first day of employment, each employee covered by this Agreement who is called for training duty in the National Guard or any of the reserve units of the United States Armed Forces, after furnishing to the Human Resources Department a certificate of evidence of his/her service, shall be granted leave for such duty. Following such leave the employee shall be returned to his/her former position and shift at his/her current rate of pay and shall not suffer a loss of seniority and shall continue to accrue seniority during such leave of absence. This provision shall not preclude the employee taking accrued Vacation in conjunction with this leave.

1530 Employees on extended military duty will have their Vacation, Life Balance Days, Sick Leave, and other benefits restored upon reinstatement in accordance with the above-named statutes.

1531 Section 7 - Education Leave

1532 Where a license or certificate is required for employment, the Employer agrees to provide education leave with pay to those classifications, whether home study/online or in person.

1533 Full-time employees in eligible classifications (per paragraph 1532) are eligible for leave up to three (3) working days per year after completion of one (1) year of service. Part-time employees in eligible classifications (per paragraph 1532) are eligible for leave on a prorated basis after completion of one (1) year of service. Unused education leave shall be cumulative from anniversary date to anniversary date up to a maximum of six (6) days for full-time employees and prorated equivalent for part-time employees. Education leave may be utilized on other than scheduled workdays and shall not count toward weekly overtime.

1534 Request for such leave and to attend other education programs in the community should be submitted to local management sufficiently before the program to enable scheduling for the employee's absence. In the event such scheduling cannot be

accommodated, the employee shall be advised in a timely manner. Consistent with the purpose set forth above, final approval for attendance must be obtained from local management.

1535 The Employer shall exercise reasonable efforts to schedule in- service education programs at times convenient for all shifts. (Employees shall not lose pay as a result of in-service training.)

1536 The parties agree that in those instances where continuing education courses are not offered at an eligible full-time or part-time employee's service area and when said employees are continually denied the use of education leave (as defined in Paragraph 1533) due to their scheduled hours at work, then reimbursement for accredited home study/online courses that offer applicable continuing education credits can be achieved in the following manner:

Such courses must provide continuing education credits required to maintain a license or certificate that is either necessary for an employee's current job and/or for continuing education credits required for relicensure or recertification of said issued document.

Requests for such education leave pay must be submitted, in writing, to the employee's supervisor at least two (2) weeks in advance of taking such course(s) to ensure that it meets the criteria for payment.

The parties agree that home study/online courses will not require the scheduling of a qualifying employee off work and the courses will not be completed by the employee during work hours.

Reimbursement will occur following an employee's evidencing that they have been credited with the subject continuing education credits. The formula for converting home study/online courses into hours paid is as follows:

One (1) hour pay for each continuing education credit earned up to a maximum of sixteen (16) hours per year.

The parties also agree that hours paid for home study will not count as hours worked when computing overtime, consecutive day premiums, or time worked on a scheduled day off or alternating weekend off.

1537 Radiologic Technologists In-service

1538 The Employer will make every effort to establish a formal in-service program to provide each radiologic technologists with at least two opportunities per year to attend programs intended to improve and upgrade skills and improve their awareness of radiation safety and to provide information on new equipment and techniques.

1539 Section 8 - Personal Time Off

- 1540 Commencing on the first day of employment, an employee may request and may receive Personal Time Off without pay for periods of time not to exceed five (5) scheduled workdays in a calendar year. Such requests shall not be unreasonably denied. An Employee requesting paid time off will be granted before an Employee requesting Personal Time Off.
- 1541 In an emergency, on duty employees may ask for Personal Time Off which shall be granted on a momentary notice; and such employees will be released from duty as soon as possible. It shall not be a condition of the granting of Personal Time Off that the employee secure their own replacement.
- 1542 Section 9 - Benefits While on Leave of Absence
- 1543 Benefits While on Personal Leave of Absence
- 1544 Premiums for continued Health Plan Coverage (including Mental Health benefit and prescription drugs), Dental Plan Coverage and Employer-paid Group Life Insurance Coverage during an authorized Personal Leave of Absence will be paid by the Employer for a period not to exceed thirty (30) calendar days providing three (3) calendar months elapse between incidents of application and the employee has six (6) months or more of continuous service. Coverage not paid by the Employer as specified above may be continued at the employee's expense. Employees on a Personal Leave are eligible to accrue Vacation, Sick Leave and Life Balance Days for thirty (30) days.
- 1545 Benefits While on Medical Leave of Absence
- 1546 Premiums for continued Health Plan Coverage (including Mental Health benefit and prescription drugs), Dental Plan Coverage and Employer-paid Group Life Insurance Coverage during an authorized Medical Leave of Absence and in the case of disabilities due to pregnancy, will be paid by the Employer for a period not to exceed six (6) calendar months providing three (3) calendar months elapse between incidents of application. For this purpose, an initial incident of application will be considered to end when the maximum period of the initial authorized Medical Leave expires, according to an employee's eligibility for Medical Leave as established in Paragraph 1506 of Section 2 of this Article. Coverage not paid by the Employer as specified above may be continued at the employee's expense. Employees on a Medical Leave are eligible to accrue Vacation, Sick Leave and Life Balance Days for thirty (30) days.
- 1547 Benefits While on Occupational Leave of Absence
- 1548 Premiums for continued Health Plan Coverage (including Mental Health Benefit and prescription drugs), Dental Plan Coverage and Employer-paid Group Life Insurance Coverage during an authorized Occupational Injury or Illness Leave of Absence will be paid by the Employer during the entire period of leave.

- 1549 Employees on an Occupational Injury or Illness Leave of Absence are eligible to accrue Vacation Sick Leave and Life Balance Days for thirty (30) days.
- 1550 Section 10 - Bereavement Leave
- 1551 Effective the first day of the month following eligibility, all full time and part time employees are eligible for bereavement leave, unless the bereavement leave has been waived by participation in an Alternative Compensation Program. Employees shall be granted up to three (3) days paid Bereavement Leave upon the death of their immediate family member. Employees will be granted an additional two (2) days of paid time when traveling 300 miles or more one way to attend funeral or memorial services. Bereavement Leave may be divided due to timing of services and related circumstances and need to be taken on consecutive days.
- 1552 Immediate family member Bereavement Leave is defined as:
- Spouse or domestic partner who is registered with the state or has a KP affidavit of domestic partnership and the family members listed below of the employee or his/her spouse or domestic partner
 - parent, step parent, parent-in-law, step-parent-in-law, in loco parentis parent
 - daughter, step daughter, daughter-in-law, step-daughter- in-law
 - son, step son, son-in-law, step-son-in-law
 - sister, step sister, sister-in-law, step-sister-in-law
 - brother, step brother, brother-in-law, step-brother in-law
 - in loco parentis child, legal ward, legal guardian, foster child, adopted child
 - grandparent, step grandparent
 - grandchildren, step grandchildren
 - relative living in the same household as the employee
- 1553 Bereavement Leave shall not count as time worked for purposes of computing overtime.
- 1554 Upon the death of an employee's spouse or eligible domestic partner, parent or child, an additional seven (7) calendar days of unpaid leave will be granted upon request. At the employee's request, up to forty (40) hours of the additional seven (7) calendar days of unpaid leave may be converted to Vacation provided the employee has sufficient hours in their Vacation account.
- 1555 Consideration will be given on an individual basis to personal time off (PTO) requests for absence because of deaths of individuals other than those specified in the contract under Bereavement Leave.
- 1600 ARTICLE 16 - JURY DUTY AND LEGAL PROCEEDINGS
- 1601 Commencing on the first day of employment, an employee called for jury service will be excused from work on days which she/he serves and shall receive for each such day of jury service, on days the otherwise would have worked. The employee must show proof of jury service.

1602 On any day of jury service in which an employee is excused entirely or in sufficient time to permit her/him to return to work for a minimum of one-half (1/2) her/his regularly scheduled shift, she/he shall be required to do so.

1603 Subject to the efficiency of operations, the Employer will make every effort to schedule the employee off on Saturday and Sunday while on jury duty. Jury duty pay shall not be counted as time worked for purposes of computing overtime.

1604 Subject to the efficiency of operation, the Employer will make every effort to schedule the employee, who normally works an evening or night shift, a daytime shift while serving on jury duty.

1605 Employees shall be paid as time worked under the terms of this Agreement for time spent at appearances or standby in legal proceedings arising out of the scope of or during the course of employment.

1700 ARTICLE 17 - MILEAGE ALLOWANCE

1701 Employees authorized to use their personal automobile for Employer business will receive mileage allowance pay per mile in accordance with the Employer's prevailing organizational mileage allowance policy. The Employer will review the policy annually to determine whether an upward adjustment is warranted.

1702 If a business trip occurs during an employee's regular workday, mileage should be claimed only in excess of the distance normally traveled to and from the employee's regular work location. If an employee is temporarily assigned to another location, mileage should be claimed for the distance traveled to and from the temporary assignment, but only in excess of the distance normally traveled to and from the employee's regular work location.

1703 Mileage in accordance with the above will be reimbursed within thirty (30) calendar days, subject to any unforeseeable delays, after the employee's accurately completed submission.

1800 ARTICLE 18 - LIFE INSURANCE, HEALTH PLAN, DENTAL PLAN AND PENSION PLAN COVERAGE

1801 Section 1 - Employee and Dependents Health Plan Coverage

1802 Employees who are regularly scheduled to work twenty (20) or more hours per week and eligible dependents and/or eligible domestic partners will be entitled to Employer-paid Kaiser Foundation Health Plan Coverage, which includes inpatient, outpatient, mental health benefits, a vision care program, benefits for durable medical equipment and prosthetic and orthotic devices, an alcoholism and drug dependency benefit, prescriptions and post surgical breast prosthesis for mastectomies. Coverage is effective the first day of the month following the date of hire. Effective October 1, 1996, there will be a five-dollar (\$5.00) co-payment for each medical office visit and generally for each prescription. Co-payments apply

to medical and/or therapeutic services provided in medical offices, emergency departments, or other outpatient facilities. The application of co-payments to medical services and prescription drugs is governed by the applicable service agreement.

1803 Eligible dependents will include spouse or eligible domestic partner, unmarried dependent children up to age twenty-six (26), including stepchildren up to age twenty-six (26). Physically or mentally handicapped children are also covered if the disability occurred prior to the dependent children turning age 26. The above limiting age of 26 is effective January 1, 2001. Annual certification of incapacity and dependency may be required by the Kaiser Foundation Health Plan.

1804 In the event an employee elects to work beyond age sixty-five (65), the employee and spouse or eligible domestic partner, if eligible, must enroll in Parts A and B of Medicare when first eligible. The cost of Part B for employee and spouse or eligible domestic partner will be paid by the employee.

1805 Health Plan Coverage terminates at the end of the month in which the employee terminates.

1806 Section 2 - Health Plan Coverage for Retirees

1807 Employer-paid Health Plan Coverage coordinated with Medicare shall be provided to an employee who elects a normal or postponed retirement. For employees hired after July 1, 1984, Employer-paid Health Plan Coverage coordinated with Medicare shall be provided for normal or postponed retirement provided the employee has fifteen (15) or more years of service. Effective January 1, 1990, employees who retire under the early retirement provision of the Kaiser Permanente Southern California Employees Pension Plan will receive Employer-paid Health Plan Coverage at age sixty-five (65). However, early retirees who have completed ten (10) years of continuous service immediately preceding January 1, 1990, and remain continuously employed, will be eligible for Employer-paid Health Plan Coverage at their early retirement date. For disability retirement, employees shall receive Employer-paid Health Plan Coverage at the time of retirement. If the disability retiree is eligible for Medicare, then the employee shall receive Health Plan Coverage coordinated with Medicare. Employees who retire and/or become eligible for Kaiser Foundation Health Plan Coverage on or after October 1, 1996, will have a five dollar (\$5.00) co-payment for each medical office visit and generally for each prescription. Co-payments apply to medical and/or therapeutic services provided in medical offices, emergency departments, or other outpatient facilities. The application of co- payments to medical services and prescription drugs is governed by the applicable service agreement.

1808 In the event of disability, early, normal, or postponed retirement, the employee's spouse or eligible domestic partner shall receive Employer-paid Health Plan Coverage or coverage coordinated with Medicare provided that the retiree meets the eligibility requirements as stated in Paragraph 1807. Upon the death of the retiree during active employment, Health Plan Coverage shall continue for the

spouse/eligible domestic partner until remarriage/recommitment or death of the spouse/eligible domestic partner.

- 1809 The Employer shall provide Health Plan Coverage for physically or mentally handicapped children for the lifetime of the retiree, provided the disability occurred prior to the dependent children turning age twenty-six (26). Annual certification of incapacity and dependency may be required by Health Plan.
- 1810 The Employer shall reimburse the cost of Medicare on a periodic basis for all employees who retire prior to July 1, 1989, provided the retiree and spouse or eligible domestic partner enroll in Part B of Medicare when first eligible.
- 1811 In the event there are any changes in the Social Security Medicare laws which affect the Employer's Medicare reimbursement, the Employer retains the right to contact the Union to commence negotiations relative to the retiree Health Plan benefit.
- 1812 The Employer will make available an alternative health plan to all eligible retirees and eligible dependents who reside outside of the Southern California Health Plan service area. For retirees who are eligible Employer-paid Retiree Health Plan and who moved to another Kaiser Permanente Region, the retiree will be required to participate in the out-of-region plan. The retiree, spouse or domestic partner, will be required to assign Medicare, when applicable. For retirees who are eligible for Employer-paid Retiree Health Plan and who move to an area not served by Kaiser Permanente, an out-of-area plan is available. The retiree also has the option of maintaining their Southern California Kaiser Permanente Retiree Health Plan. Retirees who reestablish residence within the service area will be returned to the prevailing Kaiser Foundation Health Plan Coverage within sixty (60) days of written notification of return to the Southern California Health Plan service area. Premiums for the alternative health plan will not Exceed the premiums for Kaiser Foundation Health Coverage Plan.
- 1813 Health Plan Coverage Coordinated With Medicare (On or After July 1, 1990)
- 1814 Effective July 1, 1990, the Employer will provide Kaiser Foundation Health Plan Coverage coordinated with Medicare to all eligible retirees and/or spouses who become eligible for Medicare on or after July 1, 1990 at the time of Normal or Postponed retirement or when first eligible after Early or Disability retirement. Should the retiree and/or spouse elect non-enrollment or to disenroll in the current Medicare coordinated Health Plan Coverage program, the retiree must pay the difference between the Employer's cost for the Medicare coordinated program and the non-Medicare coordinated coverage premiums.
- 1815 Health Plan Coverage Coordinated With Medicare (Prior to July 1, 1990)
- 1816 The Employer will offer Kaiser Foundation Health Plan Coverage coordinated with Medicare to all retirees (and spouses) who become eligible for Medicare prior to July 1, 1990. Retirees who elect not to enroll in this current program will continue to receive Employer-paid Health Plan Coverage, with no change in benefits.

Following enrollment in the current Medicare coordinated program, if said retiree residing in the Southern California service area elects to disenroll, the retiree will receive non-Medicare coordinated coverage and must pay the difference between the Employer's cost for the current Medicare coordinated program and non-Medicare coordinated coverage premiums.

1817 Section 3 - Health Plan Coverage for Parents

1818 Parents and parents-in-law of employees may purchase Kaiser Foundation Health Plan "H" Coverage subject to the restrictions of that plan.

1819 Section 4 - Dental Benefits - Delta Dental Group 821

1820 An employee who is regularly scheduled to work twenty (20) hours or more per week and eligible dependents will be provided with a dental plan.

1821 Eligible dependents include spouse or eligible domestic partner, unmarried dependent children up to age twenty-six (26). Physically or mentally handicapped children are also covered regardless of age, provided such handicap or mental incapacity commenced prior to reaching age and the disability is annually certified by a Southern California Permanente Medical Group Physician.

1822 Coverage is effective on the first (1st) day of the calendar month following six (6) months of continuous employment of twenty (20) or more scheduled hours per week.

1823 Delta Dental coverage provides payment of seventy (70) percent of the usual, customary and reasonable (UCR) charges for basic services, and effective April 1, 1997, benefits for major services are reimbursed at fifty (50) percent of usual, customary and reasonable.

1824 The dental plan includes a diagnostic and preventative benefit which pays 100 percent of the usual, customary and reasonable dentist's fees for the following procedures:

1. Prophylaxis with or without fluoride treatment (twice every calendar year).
2. Fluoride treatment (twice every calendar year).
3. Examinations
4. Full mouth x-rays (once every three (3) years).
5. Bite-wing x-rays (twice every calendar year).
6. Space maintainers (for patients up to the age of 12 (in the event of a lost tooth).

- 1825 An orthodontia benefit is available for dependent children under nineteen (19) years of age. The benefit provides for a payment of 50 percent of covered services to a maximum payment of \$1,000 per child per lifetime. This maximum is in addition to the maximum allowed for other services.
- 1826 Services must be provided by a participating Delta Dental dentist or orthodontist to receive full benefits. The Delta Dental Group Number is 821. The maximum benefit for non-orthodontia service per calendar year is \$1,000 per covered individual.
- 1827 Section 5 - Dual Choice Dental
- 1828 Eligible employees shall have the option to select the Delta Dental Program, the OPEIU, Local 30 Dental Trust Program, or an Employer-provided prepaid dental plan. An open enrollment will be held each February so that eligible employees may choose among the options. Employees hired after October 1, 1996, and who are eligible for dental coverage, are required to select an Employer-provided prepaid dental plan during their first (1st) three (3) years of continuous employment. Upon the open enrollment period following three (3) years of continuous service, they may select among Employer-provided prepaid dental plans, the Delta Dental Program, or the OPEIU, Local 30 Dental Trust Program.
- 1829 For coverage under the OPEIU Local 30 Dental Trust Program, eligible dependents include spouse and unmarried dependent children up to age twenty-six (26).
- 1830 The dental premium will be paid by the Employer to the Local 30 Dental Trust monthly to be effective for coverage in the following month. The Employer will not pay premiums to the Local 30 Dental Trust until the month preceding the month in which the employee is eligible for coverage.
- 1831 By May 1 of each year, the Employer shall advise OPEIU, Local 30 as to the new monthly contribution per eligible employee to be effective for the period July 1 to June 30. For each July 1 to June 30 year, the Employer's contribution to the Local 30 Dental Trust will equal the Employer's cost to provide the Delta Dental benefit. For purposes of determining the monthly average Delta Dental cost per employee, the Employer will total all Delta Dental paid claims and administrative costs for the Delta Dental Group for the previous calendar year (12 months) and will divide that dollar total by the total number of previous calendar year eligible participants in the Delta Dental Program.
- 1832 If the Employer changes the method of paying Delta Dental administrative costs and claims costs, the Employer or the Union reserves the right to meet to establish a new method of payment from which the monthly average employee cost will be determined.

- 1833 The Local 30 Dental Trust will provide a toll-free telephone number to the employees who elect to participate in the OPEIU, Dental Trust to use if any questions regarding claims, payments or to resolve complaints and such number will be communicated to all Kaiser Dental participants. The Local 30 Dental will provide a Summary Plan Description of the Dental Trust Program to Kaiser Permanente.
- 1834 Section 6 - Coverage During Hospitalization for Terminated Employees
- 1835 The Employer agrees that employees with six (6) months or more of service credit who were hospitalized due to serious injury or illness and who were terminated during that period of hospitalization would continue to have coverage provided during that specific period of hospitalization.
- 1836 Section 7 - Pension Plan
- 1837 All current employees previously employed by the San Diego Health Association will be given credit for past service for time worked with the San Diego Health Association for purposes of pension credit.
- 1838 Each employee is automatically covered under the provisions of the Kaiser Permanente Southern California Employees Pension Plan (KPSCEPP) at date of hire.
- 1839 Normally monthly retirement shall be 1.4% of final average pay multiplied by years of credited service (with no integration with Social Security). Final average pay is the monthly average of wages over the highest sixty (60) consecutive months of compensation (does not include bonuses, allowances and differentials) in the last one-hundred twenty (120) months of employment. Effective March 1, 2003, normal retirement income shall be computed at 1.45% of final average pay multiplied by all years of Credited Service.
- 1840 Each calendar year in which an employee has 1,000 or more compensated hours is a full year of service. For those years in which an employee has fewer than 1,000 compensated hours, prorated service will be given for all compensated hours. Service is used to determine vesting and an employee's eligibility for early, disability, normal postponed retirement or for Deferred Vested Pension benefit.
- 1841 Each calendar year in which an employee has 2,000 or more compensated hours is a full year of credited service. For years on or after January 1, 2003, a year of Credited Service is based on 1,800 hours. Credited Service is prorated for years in which an employee has fewer than 2,000 hours prior to January 1, 2003 or 1,800 hours after January 1, 2003. Credited Service is used to determine the amount of monthly benefits.

- 1842 Normal retirement is age sixty-five (65). Early retirement eligibility is established if an employee is at least fifty-five (55) years old and has at least fifteen (15) years of service. Monthly retirement benefits commencing prior to age sixty-five (65) are actuarially reduced to reflect a longer payment period. If an employee works beyond age sixty-five, he or she will be eligible for a postponed retirement. Effective July 1, 1987, employees who retire beyond age sixty-five (65) will have their earned pension benefits based upon compensation, service, credited service and the retirement formula in effect at time of retirement.
- 1843 Vesting in KPSCEPP is attained after five (5) years of service. If an employee terminates after five (5) years of service, but before eligibility for early retirement, he or she is eligible for a deferred vested pension.
- 1844 If an employee becomes disabled after attaining ten (10) years of service and is eligible for disability benefits under Title II of the Social Security Act, the employee is eligible for a disability retirement.
- 1845 Effective July 1, 1985, the monthly pension benefit will be increased by twenty-five dollars (\$25) per month for all retirees who have retired prior to July 1, 1985. Effective July 1, 1990, the monthly pension benefit will be increased by fifty dollars (\$50.00) per month for all retirees who retired prior to July 1, 1982. Effective July 1, 1994, the monthly pension benefit will be increased fifty dollars (\$50.00) per month for all retirees who retired prior to July 1, 1990.
- 1846 Section 8 - Preretirement Survivor Annuity
- 1847 Effective January 1, 1988, the Employer will provide a qualified, preretirement survivor annuity to active employees vested in the Kaiser Permanente Southern California Employees Pension Plan at no cost to the employee. This benefit provides an annuity to the spouse of an employee who dies prior to retirement. The spouse will receive a benefit calculated as if the employee retired the day before death and elected a joint survivor annuity with a fifty percent (50%) continuation to the survivor. The benefit is payable to the spouse at the earliest time the employee would have qualified to commence benefits.
- 1848 Effective January 1, 1999, pension plan survivor benefits will be payable to an eligible domestic partner. This benefit provides an annuity to the surviving eligible domestic partner of an active employee who dies and is vested in the pension plan. The surviving eligible domestic partner will receive a benefit calculated as if the employee retired the day before death and elected a Joint and Survivor Annuity with a fifty percent (50%) continuation to the survivor. The benefit is payable to the domestic partner no later than one year following the employee's death.
- 1849 Section 9 - Survivor Coverage
- 1850 In the event an employee who has fifteen (15) years of service, and who has met the eligibility requirements for Early, Normal or Postponed retirement dies while actively employed, Kaiser Foundation Health Plan Coverage will be provided to the spouse, when said deceased employee would have been eligible for Coverage,

provided the spouse has not remarried, and will continue until remarriage or death. Coverage will continue for eligible dependent children until they reach limiting age. Upon the death of the employee, a "Special Dependent Child" who is beyond limiting age will be given the option to convert to direct pay and COBRA continued coverage. The preceding fifteen (15) year service requirement shall apply to employees hired on or after July 1, 1984.

1851 Section 10 - Life Insurance

1852 An employee who is regularly scheduled to work thirty-two (32) or more hours per week will receive \$6,000 group life insurance, \$6,000 accidental death and dismemberment and \$6,000 Total and Permanent Disability Employer-paid Coverage. Coverage will be effective on the sixty-first (61st) day of employment.

1853 The Employer shall grant \$2,000 of life insurance to employees eligible for life insurance pursuant to Paragraph 1850 above and who retire under the early, normal or postponed Retirement Provisions of the Kaiser Permanente Southern California Employee's Pension Plan with fifteen (15) years of service.

1854 An employee regularly scheduled to work at least thirty-two (32) hours per week may choose to purchase one of the following additional life insurance programs at the Employer's rate:

<u>Program</u>	<u>Optional</u>	<u>Accidental Death and Dismemberment</u>
Program 1	\$10,000	\$10,000
Program 2	\$20,000	\$10,000
Program 3	\$30,000	\$10,000
Program 4	\$40,000	\$10,000

1855 The employee must elect to purchase the optional life insurance at time of hire. Coverage will be effective on the sixty-first (61st) day of continuous employment.

1856 The employee must be actively at work on the date the free and optional coverages become effective. If the employee is not at work on the sixty-first (61st) day, coverage is deferred until he or she returns to active employment.

1857 If an employee becomes totally and permanently disabled, the Employer-paid life and \$10,000 of the additional life insurance (if elected by the employee) will be paid out in monthly installments for up to five years, depending upon the employee's age at disability. If the employee has elected Program 1, Program 2 or Program 3, the remainder of his or her basic life coverage over \$10,000, not subject to the total and permanent disability provision, would remain in force until the employee attains age 65, returns to work or ceases to be disabled.

1858 Section 11 - Survivor Assistance Benefit

1859 Effective July 1, 1994, full-time and regularly scheduled part-time employees will be provided with a survivor assistance benefit equal to one (1) month's base wages (prorated for part-time employees). This benefit is payable to a designated beneficiary during the period immediately following the death of the employee.

1860 Section 12 - Limitations

1861 Coverages, limitations and exclusions of the foregoing Health Plan, Dental Plans, Life Insurance Plans, and Pension Plan are established and controlled by the Employer's agreements with the applicable insurance plans, health and dental plans, and the Pension Plan.

1862 Benefits for domestic partners will be administered in accordance with the Employer's policies and guidelines regarding domestic partners, as well as the Employer's agreements with the applicable insurance plans, health and dental plans, and Pension Plan.

1863 Section 13 - Tax Deferred Retirement Savings Plan

1864 The Employer established voluntary tax deferred retirement savings plans. Eligible employees may participate in the Kaiser Permanente 401 (K) Plan.

1865 The plans will be established by Kaiser Foundation Health Plan, Inc., and the future of the plans and their provisions will be determined by Kaiser Foundation Health Plan, Inc.

1866 Section 14 - Coordination of Benefits

1867 Effective January 1, 1988, a Coordination of Benefits (COB) provision will be added under the Kaiser Foundation Coverage.

1900 ARTICLE 19 - ALTERNATE COMPENSATION PROGRAM

1901 Section 1 - Participation

1902 Participation is open to full-time and part-time employees who are eligible for the Employer-paid health plan and other benefits under the labor agreement. Enrollment will be for a minimum of one (1) calendar year beginning with the first (1st) pay period of the year. Employees choosing to participate in the ACP will be required to enroll during the annual open enrollment period.

1903 Section 2 - Benefits and Compensation Rate

1904 In lieu of benefits and premiums/differentials, except as described below, employees choosing to participate in the ACP will be compensated at a rate of pay that is twenty percent (20%) above the base wage rate they would receive based on service and tenure. Participants receive no paid time off benefits.

1905 Section 3 - Health Plan/Dental Plan/Life Insurance

1906 Employees participating in the ACP will not be covered by Employer-paid health, dental or life insurance programs. Conversion privileges may be offered based on the specific provisions of the plan.

1907 Section 4 - Work/Flexible Personal Days / Balance Time Off Program

1908 Employees participating in the ACP will receive a payoff for all accrued Vacation and Life Balance Days upon entering the Program. Such pay will be at the straight time hourly rate in effect on the day prior to entering the ACP. No additional Vacation and Life Balance Days will accrue while in the ACP. Employees may take two (2) weeks of unpaid leave per calendar year. Additional unpaid leave weeks may be granted at the sole discretion of the Employer. Employees in the ACP may exercise seniority on the Vacation schedule to obtain their two (2) weeks of unpaid leave.

1909 Section 5 - Sick Leave Account

1910 Employees participating in the ACP will have their current accrued Sick Leave account frozen upon entering the Program. Sick Leave already accrued at the time of transfer to the ACP will be available when the employee returns to the regular compensation program. No additional Sick Leave will accrue while in the ACP.

1911 Section 6 - Premium Rates

1912 In the event an employee works overtime or is on standby, the applicable regular/overtime/premium rate will be paid at the employees' regular base wage rate, minus the twenty-percent (20%) ACP differential.

1913 Section 7 - Designated Holidays

1914 Employees participating in the ACP do not receive pay for time not worked. In the event an employee works on a designated holiday, their pay will be at one and one-half (1 ½) their base wage rate, minus the twenty percent (20%) ACP differential.

1915 Section 8 - Pension

1916 Hours worked while participating in the ACP will count for accrued service to determine benefit eligibility. Hours worked while participating in the ACP will also count for credited service which is used to determine the benefit amount. In calculating final average pay, monthly compensation will be determined on the regular base wage rate, minus the twenty percent (20%) ACP differential.

1917 Employees enrolled in the Alternative Compensation Program at the time of retirement will be eligible for post-retirement benefits such as the Health plan provided they satisfy the service eligibility requirements.

1918 Section 9 - Leaves of Absence

1919 Employees participating in the ACP are eligible for unpaid leaves of absence as specified in the Collective Bargaining Agreement.

1920 Section 10 - Tax Deferred Savings Plan

1921 Employees participating in the ACP will remain eligible to participate in the Kaiser Permanente 401(k) Plan.

2000 ARTICLE 20 - PHYSICAL EXAMINATIONS

2001 Section 1 - New Hire Physicals

2002 Prior to employment, or within thirty (30) days thereof, each candidate or employee shall be given and is required to successfully pass a physical examination as a condition of employment.

2003 Applicants for employment shall have the right for their personal physician to be notified, if requested, of the reason for rejection of employment based on the physical examination.

2004 Section 2 - Mandatory Physical Examination

2005 Employees required to submit to mandatory physical examinations or health screenings as a condition of employment shall be notified by the Employer in most instances two (2) weeks in advance of such requirement. It is the employee's responsibility to complete this requirement timely. Failure to comply could result in discipline.

2006 Such physicals, if completed during an employee's normal scheduled work hours, will not result in loss of pay. Employees, upon request to the physician, shall be advised as to the result of the physical.

2100 ARTICLE 21 - DISCIPLINE AND DISCHARGE

2101 Section 1 - Discharge for Cause

2102 The Employer shall have the right to discharge any employee for good cause.

2103 Employees who are discharged for failure to perform work as required shall first have had adequate prior warning in writing of related or similar failure to perform work as required, with a copy sent to the Union. The employee so notified shall be required to sign such notice as acknowledgment of notice, but such signing shall in no way constitute agreement with the contents of such notice. Notwithstanding the above, for employees engaging in gross misconduct or gross negligence, the principle of just cause shall control the determination of appropriate discipline and

said principle will determine whether or not prior warning notices are required under the circumstances.

2104 Any employee who is discharged shall be informed at the time of discharge of the immediate cause of discharge. The cause shall be confirmed in writing promptly upon request of the discharged employee.

2105 Section 2 - Termination Pay

2106 Any employee whose employment is terminated by the Employer after one (1) years' service, except employees discharged for misconduct, shall be given two (2) weeks' notice, or two (2) weeks' pay in lieu of such notice.

2107 Employees having one (1) or more years of service credit who are separated from the service of the Employer shall be paid for unused Vacation and Life Balance Days accrued on a pro rata basis at the time of separation.

2108 Employees after six (6) months of service credit who are separated from the service of the Employer shall be paid for Vacation and Personal Flexible / Life Balance Days accrued on a pro rata basis. At the time of separation, employees shall receive no pay for accrued sick leave.

2109 Section 3 - Disciplinary Sessions

2110 An employee shall be permitted to request the presence of a steward in a fact finding or disciplinary session with supervision in which the discipline effected is an initial warning or more severe. Adequate notice of the meeting shall be given to enable the employee to arrange for the steward's presence. The Employer shall make every effort to release stewards from work to attend such meetings.

2111 Section 4 - Disciplinary Action

2112 The Employer shall make every effort to conduct investigations within thirty (30) calendar days of Employer's knowledge of the alleged infraction.

Once the investigation has been completed, the Employer shall make every effort to issue corrective action within thirty (30) calendar days.

Timely issuance of the corrective action may be impacted by a prolonged investigation or employee, union, or Employer's availability. Should a lengthy investigation impact timeliness, the Employer will notify the union as to the reason for such delay. Prolonged investigations include, but are not limited to EEOC investigations, Compliance investigations, or where forensic reports are needed.

The Employer agrees to provide to the Union copies of disciplinary action.

2113 The Employer agrees to remove from each employee's departmental file disciplinary notices for which there has been no recurrence of a similar nature for twelve (12) months. Notwithstanding the above, an employee who has disciplinary

action in file and is absent for a period of thirty (30) days or more, shall, upon his/her return to work, have the disciplinary action extended in file until it has been in file a total of twelve (12) months.

2200 ARTICLE 22 - NO STRIKES - NO LOCKOUTS

2201 The Employer and the Union realize that a medical facility is different in its operation from industries because of the vital services it renders to the community and for humanitarian reasons, agree that there will be no lockouts on the part of the Employer, nor suspensions of work on the part of the employees. It being one of the purposes of this Agreement to guarantee that there will be no strikes, lockouts, or work stoppages and that all disputes will be settled by the procedure provided in this Agreement.

2300 ARTICLE 23 - ACCESS AND VISITATION OF UNION REPRESENTATIVES

2301 Duly authorized representatives of the Union shall be permitted at all reasonable times to enter the facilities operated by the Employer for the purpose of transacting Union business and observing conditions under which employees are employed; provided however, that the Union representatives first notify the Human Resources Department of their presence, and further, that a minimum of interference with the work of employees shall result and such right of entry shall, at all times, be subject to general hospital and medical office rules applicable to non-employees.

2400 ARTICLE 24 - STEWARDS AND GRIEVANCE COMMITTEE

2401 The Employer recognizes the right of the Union to designate chief stewards and stewards. The Employer will agree to such reasonable arrangements as will be necessary for the stewards to properly and expeditiously carry out their duties. Stewards shall not be recognized by the Employer until the Union has notified the Employer in writing of the selection of stewards. The Union will provide a list of all shop stewards to the Employer on a quarterly basis.

2402 The chief stewards and/or stewards before leaving their work to perform any of their Union duties and falling within the provisions of this Agreement, shall obtain permission from their immediate supervisor for absences from their normal work area and sign out in a register provided. Upon their arrival in the area to which their Union duties take them, they shall also notify the supervisor in the area being visited of their presence. Upon return back to their own work area, they shall report back to their immediate supervisor and sign in. Such visits are subject to all applicable clinical regulations and will be planned to provide a minimum of interference with employee's work.

2403 At the request of a steward or Union representative, the facility administration shall make every reasonable effort to promptly provide a meeting room for the conduct of approved Union business.

2404 Conferences held between the Employer and the Union shall be at the time mutually agreeable to both and causing the least interference with the rendering of medical and supporting services to Employer's membership.

2500 ARTICLE 25 - GRIEVANCE PROCEDURE

2501 Section 1 - General Principles

2502 The following procedure shall be applied and relied upon by both parties as the sole and exclusive means of seeking adjustment of and settling grievances.

2503 Both parties agree that, prior to filing any grievance, except for grievances protesting discipline, it is desirable to hold an informal discussion with the immediate Supervisor in an attempt to resolve the dispute.

2504 Except for grievances alleging discrepancies in wages or benefits, each grievance arising under this Agreement shall be presented in writing on a grievance form to the appropriate party within fifteen (15) workdays after the grievant had knowledge of the event or should have had knowledge of the event. All discharge or layoff grievances shall be referred immediately to Step Two of this procedure within fifteen (15) workdays from the date of the discharge. Any grievance not timely filed is deemed waived by the aggrieved party.

2505 Both parties agree that the grievance and arbitration procedure should proceed as expeditiously as possible; however, by mutual agreement between the Union and the Employer, the time limits of any step of the grievance procedure may be extended. In the event the Employer fails to respond to the grievance within the time limits specified, the Union shall have the right to appeal the grievance immediately to the next step of the grievance procedure.

2506 Both parties agree that the grievant shall be allowed to participate in any and all steps of the Grievance and Arbitration Procedure. The parties agree to exercise their best efforts to arrange grievance meetings which accommodate the schedules of all participants.

2507 For the purposes of this Article, workday shall be defined as normal business hours, Monday through Friday, excluding designated holidays.

2508 Section 2 - Step One

2509 All grievances, except those involving discharge or layoff, shall be initiated at Step One. An employee shall initiate his or her grievance by filing same through the Union. The Union shall present the written grievance to the Department Administrator for the department/entity involved, and such written grievance shall contain the reasons for the grievance and indicate the portion of the Collective Bargaining Agreement which has been violated. The Department Administrator or her/his designee shall give her/his written answer to the Union Steward and Union Business Representative within ten (10) working days after the grievance hearing. The parties at this step may, through mutual agreement, waive this step of the

grievance procedure in which case it will be appealed, in writing, by the Union to the next step of the grievance procedure should the Union wish to pursue the matter.

2510 Section 3 - Step Two

2511 In order for a grievance to be considered further, the Union through its designated representative shall appeal the grievance with the appropriate Human Resources Consultant, within ten (10) workdays after receipt of the Step One response. The Human Resources Consultant shall give her/his written answer to the Union Business Representative within fifteen (15) workdays after the Step Two hearing is completed. The parties at this step may, through mutual written agreement, waive this step of the grievance procedure in which case it will be appealed, in writing, by the Union to the next step of the grievance procedure should the Union wish to pursue the matter.

2512 Section 4 - Step Three

2513 In order for a grievance to be considered further, an appeal shall be filed in writing by certified mail with the Senior Labor Relations Representative within ten (10) workdays. Within fifteen (15) workdays of the certified receipt of such appeal, communication shall occur, between the parties, to schedule said meeting with the Senior Labor Relations Representative and the Union. Within twenty (20) workdays after such meeting, the Senior Labor Relations Representative shall respond to the Union in writing by certified mail.

2514 Section 5 - Step Four - Arbitration

2515 In the event the grievance remains unresolved, the grieving party, through the Union Business Representative, may appeal the grievance to arbitration. Written notice of such appeal must be sent by certified mail to the Manager of Labor Relations/or designee within fifteen (15) workdays after receipt of the Step Three response. No grievance shall be appealed to arbitration without first being processed through the appropriate steps of the Grievance Procedure.

2516 An impartial Arbitrator shall be selected by mutual agreement of the parties. In the event mutual agreement is not reached, the party appealing the grievance to arbitration shall request a panel of arbitrators from the Federal Mediation and Conciliation Service. Upon receipt of said panel, the parties will select an arbitrator by alternately striking names.

2517 The Arbitrator shall be prohibited from adding to, modifying or subtracting from the terms of this Agreement or any supplemental written agreement of the parties. Further, it shall not be within the jurisdiction of the Arbitrator to change any existing wage rate or establish a new wage rate. However, grievances involving reclassification are within the scope of the Arbitrator; the decision of the Arbitrator, however, is limited to change in the classification of a position with accompanying wage schedule.

2518 The award of the Arbitrator shall be final and binding on both parties. Each party shall pay one half (1/2) the cost of the arbitration proceedings and each party shall be responsible for the cost of its own representatives and witnesses. There shall be no interruptions of work by the Employer or employee(s) pending an Arbitrator's award.

2519 Section 6 - Mediation Procedure

2520 The parties agree to the utilization, for selected grievances, of the following mediation procedure. Such process should occur following the Employer's Step Three response and prior to Union submission to arbitration.

1. A grievance may only be referred to mediation by mutual agreement of the parties following a timely appeal to arbitration.
2. The mediator shall be selected by mutual agreement of the parties. The mediator shall serve for a one-day session and is thereafter subject to removal by either party. In the event the parties are unable to agree upon the selection of a mediator, this mediation procedure shall not be effective. The parties may select more than one mediator to serve in future sessions, and if such is done, the mediators will rotate one-day assignments, unless removed.
3. The expense and fees of the mediator shall be shared equally by the parties.
4. Attendance at mediation sessions shall be limited to the following:

UNION	Business Agent Grievant
EMPLOYER:	Labor Relations Representative Human Resources Representative
OBSERVERS:	Either party may invite observers limited to a reasonable number who shall not participate in the mediation process.
5. Neither attorneys nor court reporters nor any other type of note takers shall be allowed to be present at the proceedings.
6. The mediation proceedings shall be entirely informal in nature. The relevant facts shall be elicited in a narrative fashion by each party's spokesperson to the extent possible, rather than through the examination of witnesses. The rules of evidence will not apply, and no record of the proceedings will be made.
7. Either party may present documentary evidence to the mediator, which shall be returned to the parties at the conclusion of the proceedings.

8. The primary effort of the mediator should be to assist the parties in settling the grievance in a mutually satisfactory manner. In attempting to achieve a settlement, the mediator is free to use all of the techniques customarily associated with mediation, including private conferences with only one party.
9. If settlement is not achievable, the mediator will provide the parties with an immediate opinion, based on the Collective Bargaining Agreement, as to how the grievance would be decided if it went to arbitration. Said opinion would not be final and binding but would be advisory. The mediator's opinion shall be given orally together with a statement of reasons for such.
10. The mediator's verbal opinion shall be given strong consideration and should be used as a basis for further settlement discussion, or for withdrawal or granting of the grievance. The mediator, however, shall not have the authority to compel the resolution of the grievance.
11. If the grievance is not settled, withdrawn, or granted pursuant to these procedures, the parties are free to arbitrate.
12. If the grievance is arbitrated, the mediator shall not serve as the arbitrator, and nothing said nor done during the mediation process, either by the parties or the mediator, shall be used during arbitration.
13. The grievant will be permitted time off work subject to staffing availability to attend mediation proceedings and without loss of pay.

2521 Section 7 - Expedited Arbitration Procedure

- 2522 This procedure will apply to all grievances appealed to arbitration concerning discipline which when appealed, in writing, by the Union indicates a desire to expedite said case.
- 2523 When a discharge case is submitted to expedited arbitration, the parties shall confer within ten (10) calendar days to determine whether multiple days of arbitration are necessary. If either party determines the need for multiple days, the parties shall notify the selected arbitrator in order to calendar any other hearing dates that the parties project.
- 2524 A case appealed to arbitration will be submitted to the arbitrator within one-hundred twenty (120) calendar days of the date of request.
- 2525 The parties will select a panel of ten (10) arbitrators. These arbitrators will be contacted and must agree to the process involved herein. The arbitrator for each case will be selected by the parties agreeing upon a date for the arbitration and agreeing to use the first arbitrator who has that date available.

- 2526 This initial panel will be utilized until July of each year. At that time, the parties will select a new panel, which can include arbitrators from the initial list. If no new panel is selected by that time, the old panel continues, except that either party may strike arbitrators from the old panel.
- 2527 In expedited cases, a transcript will be taken and provided to the arbitrator and the arbitrator must render a decision within thirty (30) calendar days of receipt of transcript or post hearing briefs, whichever is the later.
- 2528 In non-discharge cases, briefs will generally not be written, however, an exception to this will occur if the arbitrator rules that briefs will be filed, after a motion for such ruling by either party, or upon the arbitrator's motion. In a discharge case, briefs will be filed unless both parties mutually agree otherwise.
- 2529 When briefs are filed by the parties, they will be submitted to the arbitrator within thirty (30) days of receipt of the transcript.
- 2530 The parties may also, by mutual agreement, agree to write briefs.
- 2531 If briefs are filed, and a transcript has been taken, the arbitrator will be provided with a transcript.
- 2532 If briefs are filed, the arbitrator must render a decision within thirty (30) calendar days of receipt of briefs.
- 2533 Other than as specifically modified herein, the grievance procedure, including the authority of the arbitrator, remains as provided in the Agreement.
- 2534 Whether or not the parties mutually agree, either party may have a transcript taken.
- 2535 Section 8 - Time Limits
- 2536 By mutual agreement between the Union and the Employer, the time limits of any step of the grievance procedure may be extended once. If the Employer's authorized representative fails to answer a grievance within the time limits specified in any step of the grievance procedure, the Union shall have the right to appeal the grievance immediately to the next step of the grievance procedure.
- 2537 Section 9
- 2538 The grievance procedure provided herein shall be used only for the purpose of interpreting and applying or determining compliance with provisions of this Agreement and shall not be used to add to, detract from, nor alter in any way the provisions of this Agreement.
- 2539 Section 10

2540 In the event a grievance is not processed through any of the Steps set forth in this Article within the time limits provided, the grievance shall be considered to have been waived.

2541 Section 11 - Grievance Settlements

2542 The Employer agrees to provide separate checks for wage adjustments relating to grievance settlements, where appropriate.

2600 ARTICLE 26 - SPECIAL COMMITTEE

2601 In an effort to resolve issues regarding workload, the handling of new classifications which might be established during the life of the new contract, and changes in existing classifications which might warrant reclassification and wage adjustment, the Employer and the Union hereby agree as follows:

1. For the San Diego Service Area there shall be established a special committee comprised of a minimum of three (3) members from the Employer (at least one of whom shall be a representative from the local Human Resource Department) and three (3) members of the Union (at least one of whom shall be a Local Union Business Representative).
2. The committee shall begin to investigate the special issues raised by either party in that area.
3. The committee shall investigate all alleged issues concerning work load and new or revised classification issues, which have not been resolved on a departmental or unit level, or which both parties feel merits consideration by the special committee. Where genuine issues appear to exist, the committee shall attempt to resolve such issues on a continuing basis by meetings and discussions; where agreement cannot be reached, the issues shall be resolved through referral to the Grievance Procedure (Article 24) at the Step 3 level. Changes made shall be implemented immediately as soon as agreement is reached on said changes.
4. The special committee shall meet as frequently as required to investigate and dispose of all issue, but not less than quarterly.
5. This Agreement in no way is intended to add to, delete from, or modify any provisions of the contract. Matters shall not be concurrently dealt with in both the special committee and the dispute procedure; however, if matters brought to the special committee have not been satisfactorily resolved by thirty (30) calendar days after submission, either party shall be free to implement the Grievance Procedure at Step 3 as provided in number 3 above.

2700 ARTICLE 27 - CLASSIFICATION REVIEW

2701 Section 1 - Procedure

2702 It is agreed that the classifications listed constitute an elimination of all wage rate inequalities between and among the jobs and positions covered by this Agreement, and that the classification for each job or position shall continue in effect until or unless the job or position content undergoes a significant change. A significant change shall be construed as one which changes the classification at least one whole grade.

2703 It is also agreed that, in the future, when new jobs are created, or when the content of an existing job is affected to the extent described above, the Employer will describe and classify any such new or changed jobs. All such new or changed jobs shall be assigned to the proper position grade listed in the wage structure. When necessary, the Employer will establish an interim rate for a new job until such time as the job can be accurately described and classified, at which time the appropriate rate shall be instituted retroactive to the date the new job was established.

2704 The Employer will notify the Union of any new or changed jobs by submitting a job description and appropriate wage rate. If the Union determines that the wage rate assigned is inappropriate, the Union may, within fifteen (15) calendar days, appeal the matter to Step 3 of the Grievance Procedure. When the rate has been fixed by mutual agreement as described above, the rate shall be considered permanent and equitable.

2705 Section 2 - Reclassification Review Procedure

2706 It is agreed that the request for review and classification of positions shall be originated by the employee affected. Such requests shall be referred, in writing, to the employee's supervisor and Human Resources on a form provided by the Union or the Employer. A meeting will take place between the Manager, Union, Human Resources, and employee(s), within (15) workdays of the Union's request to meet. The Employer will respond to the employee within ninety (90) days from the date of the meeting. These time limits may be extended only by consent and approval of the Union and the Employer. If the parties cannot reach agreement concerning their review of the position, the matter may, within ten (10) work days, be appealed to Step Three of the Grievance and Arbitration Procedure.

2707 No employee or groups of employees, in the same classification in a department at a facility shall have the basis for submitting a reclassification under this provision more than once in a twelve (12) month period, unless the classification has undergone a significant change in job content; however, the parties may mutually agree to waive the twelve (12) month limitation and meet as necessary.

2708 Employees reclassified upward shall have full recognition of total length of service in establishing the new wage rate position and become effective the date the reclassification request is reviewed at the meeting with the Manager, Union, Human Resources and Employee provided a completed Position Content Questionnaire is submitted by the Union.

2800 ARTICLE 28 - JUST CULTURE

- 2801 Just Culture is the framework that the Employer and the Association will jointly integrate and utilize to ensure quality, service and patient safety. Implementing the Just Culture principles promotes and sustains an environment of safety, which encourages employees to report errors and near misses without the fear of retaliation and ensures balanced accountability for both individuals and the organization responsible for designing and improving systems in the workplace.
- 2802 Labor and management will work together to create and sustain an environment of Just Culture by ensuring that key elements of Just Culture are used and understood by employees and management.
- 2900 ARTICLE 29 - SAFETY
- 2901 Section 1
- 2902 The Employer shall, at all times, provide safe materials, equipment and working conditions for all employees. The Employer agrees to provide all employees with a safe work place and further agrees to comply with the Federal and California Occupational and Safety Health Acts.
- 2903 Any unsafe condition at an employee's work place and known to be unsafe by an employee, shall be reported to the Safety Director or to the Safety Committee in the absence of the employee's supervisor. Employees shall not be discriminated against or disciplined as a result of reporting unsafe conditions; provided, the employee did not intentionally or negligently contribute to the unsafe condition.
- 2904 The Union shall appoint two (2) bargaining unit employees to the Employer's Safety Committee.
- 2905 Section 2 - Radiologic Safety
- 2906 Radiation detection film badges will be monitored on a monthly basis for all individuals who wear them. Results of readings will be made available to these individuals.
- 2907 Pregnant radiologic technologists and nuclear medicine technologists, at their request or the request of the Employer, shall be assigned to work in areas where radiation exposure is minimized and shall not be required to work with portable equipment or fluoroscopy equipment. Such change in assignment shall be made at no reduction in pay.
- 2908 Section 3 - Parking Lot Security
- 2909 It is the intent of the Employer to provide safe and secure employee parking areas at all facilities.
- 2910 Section 5 - Hazardous Condition

2911 Should a medically hazardous condition exist in any department such as SPD, OR, etc., which poses a risk to an employee who is pregnant, the Employer will make every effort to assist the employee to obtain other comparable temporary positions. Further, any such placement does not ensure continuance of a former shift or department.

3000 ARTICLE 30 - SAVINGS CLAUSE

3001 In the event that any provision of this Agreement shall at any time be declared invalid by a court of competent jurisdiction or through government regulations or decree, such decision shall not invalidate the entire Agreement. The parties hereto agree to renegotiate such provision(s) of this Agreement for the purpose of making them conform to such governmental statutes. It is the express intention of the parties hereto that all other provisions not declared invalid shall remain in full force and effect.

3100 ARTICLE 31 - DURATION OF AGREEMENT

3101 Section 1

3102 The Wage Schedules set forth in Appendix "A" attached hereto shall become effective on the dates shown thereon.

3103 This Agreement shall become effective on the first (1st) day of October 1, 2023 except as otherwise indicated, and shall continue in effect until the first (1st) day of July 1, 2027, and shall continue in effect from year to year thereafter until written notice of the desire to amend or terminate this Agreement is given, not less than ninety (90) days prior to such yearly expiration, by either of the parties to this Agreement to the other and except in the event of termination notice, the Agreement then in effect shall remain in full force and effect until a new agreement is consummated.

3104 Section 2

3105 If any provision of this Agreement is found to be in conflict with the laws of the State of California or of the United States of America, the remaining provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the respective parties hereto have executed this Agreement on this 1st day of October 1, 2023.

Office and Professional Employees
International Union, Local 30
AFL-CIO

Kaiser Foundation Hospitals, Southern
California Permanente Medical Group,
Kaiser Foundation Health Plan

/S/ Marianne Giordano
Marianne Giordano

/S/ Michelle Gaskill-Hames
Michelle Gaskill-Hames

/S/ Annette Baxter
Annette Baxter

/S/ Ramin Davidoff
Ramin Davidoff

/S/ Richard Rosas
Richard Rosas

/S/ James Busalacchi
James Busalacchi

/S/ Danette Roberts
Danette Roberts

/S/ Victor Voisard
Victor Voisard

/S/ Beth Schultz
Beth Schultz

/S/ Amy Chateau
Amy Chateau

/S/ Diane Giles
Diane Giles

/S/ Mark Trask
Mark Trask

/S/ Sarah Lazarides
Sarah Lazarides

/S/ Kristen Kerr
Kristen Kerr

/S/ Lety Cordero
Lety Cordero

Appendix A

Hours Worked	Meal Periods	Rest Periods
3.5 to 6	0 – If 5 hours or less 1 – If more than 5, up to 6 hours This Meal Period may be waived.	1
6-10	1	2
10-14	2 – One Meal Period may be Waived under some circumstances.	3

October 1, 2005

Mr. Walter Allen, Jr.
Executive Director / Chief Financial Officer
Local 30, AFL-CIO, CLC
4560 Alvarado Canyon Road, Ste. 2H
San Diego, California 92120

Dear Mr. Allen:

The purpose of this letter is to set forth the understanding reached during negotiations relative to the Bilingual Employee Program.

Bilingual Employee Program

Purpose

The goal of the Bilingual Employee Program is to utilize bilingual staff within their scope of practice, to provide quality care for Limited English Proficient (LEP) members and ensure that KP meets Cultural and Linguistic Appropriate Services (CLAS), and other regulatory standards. In addition to developing our internal bilingual capacity, we continue to require interpreter services to meet the needs of members who are not in contact with bilingual staff. At this time, KP utilizes other resources such as phone interpreters to provide language services that we cannot meet using bilingual staff. In addition to these interpreter resources, it is understood that bilingual staff may be called to provide language assistance in appropriate situations. What follows are specific contractual issues that support this program.

Labor & Management Process

This program will be created and implemented through a Joint Labor and Management workgroup process. The development of the full-time healthcare interpreter job description and its associated pay rate will be created by the Employer.

Full-time Healthcare Interpreter Position

Job Description – The Union and the Employee agree to develop and implement a new position of a full-time healthcare interpreter. The job description and accompanying wage rate will be jointly agreed to no later than November 15, 2005.

Ongoing Review – The parties agree to jointly conduct periodic reviews to monitor staffing levels, workload issues, and the effectiveness of the position and the program.

Intent – The intent of this position is not to replace but enhance the employee bilingual interpretation function.

Qualified Bilingual Status

Level Description – There shall be two levels for Qualified Bilingual Status (QBS). Level 1 will be those employees assessed as proficient in conversation language skills and basic command of a second language as determined by a jointly agreed upon assessment tool. Level 2 will be those employees assessed at a greater level of fluency including medical terminology language skills as determined by a jointly agreed upon assessment tool. A joint labor/management team will determine the appropriate criteria for qualifying for a Level 2 designation and agree upon appropriate assessment tools.

Differential – Employees designated as Level 1 shall receive, or continue to receive, a bilingual differential in the amount of \$0.375 per hour and paid on all hours compensated per biweekly pay period. Employees designated as Level 2 shall receive a bilingual differential in the amount of \$0.55 per hour and paid on all hours compensated per biweekly pay period.

Program Implementation

Coverage – All employees who do not have a current bilingual assessment on file with their Human Resources office will be required to have their skills assessed by a jointly agreed upon assessment tool.

Assessment Process – Beginning January 1, 2006, all employees covered by this agreement will be given the opportunity to be assessed for proficiency at either the QBS Level 1 or Level 2 designation.

Training/Retraining – Employees who do not qualify as Level 1 will be provided educational support designated to enhance their conversational bilingual skills to enable them to successfully pass the assessment. All employees receiving the existing bilingual differential as of the effective date of the Agreement will maintain the differential during the assessment and training/retraining period, and at least until 5/1/07.

Loss of Differential – Employees who fail to qualify for either Level 1 or Level 2 designation by 5/1/07, will no longer receive a bilingual differential.

Posting Positions as 'Bilingual Required'

The parties may agree to use the Northern California objective process as the basis for determining if a job should require bilingual skills. By mutual agreement, the parties may modify the Northern California model or jointly create an additional option.

'Bilingual Required' positions will not be posted unless both parties review and discuss the need for said position.

Mr. Walter Allen, Jr.
October 1, 2005
Page 3

Cancellation

In the event that this program fails to be implemented or is discontinued for any reason during the term of this Agreement, the existing language in Article XIII, Section 15, paragraphs 1342 – 1343 will apply.

Sincerely,

/S/ Mary Anne Madruga
Mary Anne Madruga
Senior Labor Relations Representative

/S/ Walter Allen Jr. Date: October 1, 2005
Walter Allen Jr.

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1	PAY ID 3	PAY ID 5	PAY ID 8	PAY ID 9	PAY ID 10	PAY ID 11	10 YR LNG	15 YR LNG
			STEP1 START	STEP2 6MONTH	STEP3 1YEAR	STEP4 2YEAR	STEP5 3YEAR	STEP6 4YEAR	STEP7 5YEAR		
DLV CK	24073	10/01/2023	19.875	20.875	21.928	22.627	24.776	25.522		25.872	26.022
FLOOR TECHNICIAN	43532	10/01/2024	20.869	21.919	23.024	23.758	26.015	26.798		27.148	27.298
		10/01/2025	21.912	23.015	24.175	24.946	27.316	28.138		28.488	28.638
		10/01/2026	23.008	24.166	25.384	26.193	28.682	29.545		29.895	30.045
COURIER	20597	10/01/2023	22.088	23.197	24.059	26.180	27.503	28.318		28.668	28.818
FOOD SERVICE WORKER I	45447	10/01/2024	23.192	24.357	25.262	27.489	28.878	29.734		30.084	30.234
STOREROOM WORKER	40183	10/01/2025	24.352	25.575	26.525	28.863	30.322	31.221		31.571	31.721
		10/01/2026	25.570	26.854	27.851	30.306	31.838	32.782		33.132	33.282
ENVIRON SPEC SD	47876	10/01/2023	22.535	23.665	24.544	26.706	28.052	28.893		29.243	29.393
EVS SUPPLY/EQUIP SPEC	47878	10/01/2024	23.662	24.848	25.771	28.041	29.455	30.338		30.688	30.838
FOOD SVC WORKER II	45448	10/01/2025	24.845	26.090	27.060	29.443	30.928	31.855		32.205	32.355
LINEN LIFT TECH	40237	10/01/2026	26.087	27.395	28.413	30.915	32.474	33.448		33.798	33.948
STOREROOM DRIVER	47713										
DISTRIBUTION COURIER	43538	10/01/2023	23.100	24.260	25.168	27.376	28.757	29.621		29.971	30.121
DRIVER	45437	10/01/2024	24.255	25.473	26.426	28.745	30.195	31.102		31.452	31.602
EVS WASTE SPECIALIST	47877	10/01/2025	25.468	26.747	27.747	30.182	31.705	32.657		33.007	33.157
MATERIAL MGMT SPECIALIST	45435	10/01/2026	26.741	28.084	29.134	31.691	33.290	34.290		34.640	34.790
WAREHOUSE WORKER	43533										
FIRST COOK	40113	10/01/2023	26.093	27.412	28.575	31.033	32.592	33.573		33.923	34.073
MOBILE HEALTH VEHICLE OPERATOR	40247	10/01/2024	27.398	28.783	30.004	32.585	34.222	35.252		35.602	35.752
SUPPLY CHAIN TECH	30869	10/01/2025	28.768	30.222	31.504	34.214	35.933	37.015		37.365	37.515
		10/01/2026	30.206	31.733	33.079	35.925	37.730	38.866		39.216	39.366

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SR ENVIRON SPECIALIST	47879	10/01/2023	24.012	25.198	26.121	28.391	29.805	30.688		31.038	31.188
SR FOOD SERVICE WKR II	45449	10/01/2024	25.195	26.440	27.410	29.793	31.278	32.205		32.555	32.705
		10/01/2025	26.437	27.745	28.763	31.265	32.824	33.798		34.148	34.298
		10/01/2026	27.741	29.115	30.184	32.811	34.448	35.470		35.820	35.970
SR DISTRIBUTION COURIER	40248	10/01/2023	24.605	25.823	26.776	29.095	30.545	31.452		31.802	31.952
SR DRIVER	47715	10/01/2024	25.818	27.097	28.097	30.532	32.055	33.007		33.357	33.507
SR MAT MGT SPECIALIST	45436	10/01/2025	27.091	28.434	29.484	32.041	33.640	34.640		34.990	35.140
SR WAREHOUSE WORKER	43547	10/01/2026	28.428	29.838	30.941	33.626	35.305	36.355		36.705	36.855
SR FIRST COOK	45471	10/01/2023	27.748	29.133	30.354	32.935	34.572	35.602		35.952	36.102
SR SUPPLY CHAIN TECH	40263	10/01/2024	29.118	30.572	31.854	34.564	36.283	37.365		37.715	37.865
		10/01/2025	30.556	32.083	33.429	36.275	38.080	39.216		39.566	39.716
		10/01/2026	32.066	33.670	35.083	38.071	39.967	41.159		41.509	41.659
SR SOUS CHEF	40253	10/01/2023	30.656	32.168	33.512	36.348	38.148	39.280		39.630	39.780
		10/01/2024	32.189	33.776	35.188	38.165	40.055	41.244		41.594	41.744
		10/01/2025	33.798	35.465	36.947	40.073	42.058	43.306		43.656	43.806
		10/01/2026	35.488	37.238	38.794	42.077	44.161	45.471		45.821	45.971

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
DIET CLK	20424	10/01/2023	23.641	25.586	27.575	28.196	28.519	29.377		29.727	29.877
DOCUMENT SCANNER	21041	10/01/2024	24.823	26.865	28.954	29.606	29.945	30.846		31.196	31.346
FL CK	20040	10/01/2025	26.064	28.208	30.402	31.086	31.442	32.388		32.738	32.888
		10/01/2026	27.367	29.618	31.922	32.640	33.014	34.007		34.357	34.507
BUS OFFC CK	20567	10/01/2023	24.887	26.965	29.082	30.241	30.610	31.530		31.880	32.030
BUS OFFC CSHR	24260	10/01/2024	26.131	28.313	30.536	31.753	32.141	33.107		33.457	33.607
CLERK I (PBS)	21002	10/01/2025	27.438	29.729	32.063	33.341	33.748	34.762		35.112	35.262
CSHR	20527	10/01/2026	28.810	31.215	33.666	35.008	35.435	36.500		36.850	37.000
DATA ENTRY CLK	20329										
DIAGNOSTIC IMAGING FILE CLERK	21061										
GEN CK	24022										
HEALTHPLAN REP-LOC 30	21130										
INDEXING CLERK	21037										
INT MEDICINE CK	24538										
LAB CK	25050										
LIFE INSURANCE PROC	20140										
MATERIALS MGMT CLK I	24142										
MEDICAL LIBRARY CLK	20392										
MEDICAL RECORDS CLK II	20269										
NUTRITION AMBASSADOR	21091										
NUTRITION SVC CLK I	25144										
RADIOLOGY ASST I	30125										
STOREROOM CLERK	40180										
VENDING COORD	45440										

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
CANCER REGISTRY CK	24433	10/01/2023	25.259	27.372	29.521	30.702	31.076	32.007		32.357	32.507
CASHIER I (PBS)	21000	10/01/2024	26.522	28.741	30.997	32.237	32.630	33.607		33.957	34.107
CENTREX OPERATOR	20373	10/01/2025	27.848	30.178	32.547	33.849	34.262	35.287		35.637	35.787
CK TYPT	20023	10/01/2026	29.240	31.687	34.174	35.541	35.975	37.051		37.401	37.551
CLIN CK I - NEURO	20402										
CUSTOMER SUPT SPEC	20005										
EMP HEALTH ASST	24920										
INV CK	24033										
MED DTA PROC	20211										
NEW MEMBER LIAISON CLK	24770										
NUTRITION SVC CLK II	25145										
OPTL CUSTOMER HOST	20618										
PSYCHOSOCIAL TRANS	24981										
REPROGRAPHICS CK	24974										
SVC REP	25125										
VITAL STAT CK	20288										
WELLNESS SPECIALIST	20186										
APPT CTR SVC REP	25128	10/01/2023	25.891	28.061	30.263	31.472	32.372	33.350		33.700	33.850
CLIN CK II	20407	10/01/2024	27.186	29.464	31.776	33.046	33.991	35.018		35.368	35.518
COMM CK	24812	10/01/2025	28.545	30.937	33.365	34.698	35.691	36.769		37.119	37.269
HM CARE SVC ASST	24930	10/01/2026	29.972	32.484	35.033	36.433	37.476	38.607		38.957	39.107
IMG DEPT SCHEDULER	25122										
INTERMEDIATE CK TYPT	20032										
MCDA CK	24261										
MED RECORDS STAT CLK	24511										
MEDICAL RECORDS CLK III	20258										
SERVICE REP-AMBULATORY SVCS	21108										
SUBP CK	20299										
SURGERY SCHED CK	20199										
SVC REP CSHR OPTL	20532										
UTIL REVW CK	20279										

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
ACCTS PAY LSN CK	20086	10/01/2023	26.548	28.763	31.022	32.264	33.188	34.190		34.540	34.690
ADMITTING CK	20120	10/01/2024	27.875	30.201	32.573	33.877	34.847	35.900		36.250	36.400
ADMITTING CLERK	21013	10/01/2025	29.269	31.711	34.202	35.571	36.589	37.695		38.045	38.195
ANESTHESIOLOGY SYS CK	24107	10/01/2026	30.732	33.297	35.912	37.350	38.418	39.580		39.930	40.080
BILLER I (PBS)	20996										
CLIN CK-PSYCH	24919										
COMPUTER CLERK	24939										
CSTN LSN CK	20070										
DBTY CLMS PROC	20145										
DPT SECTY	20554										
EMER DEPT SVCS ASST	24923										
ER AUTHOR CK	24917										
MEDICAL LIBRARY TECH	20387										
OR SYSTEMS CK	24922										
OUT UTIL CK	24905										
PAIN TREATMENT PROG ASST	24912										
REVN SUPP CK-SD	24329										
SCHD CK	24147										
SHIPPING AND RECV CLK	40056										
STFG CK	24391										
SURGICAL SERVICES CLERK	20569										
DME CLERK	21134	10/01/2023	27.220	29.496	31.808	33.073	34.028	35.052		35.402	35.552
INVENTORY COORD	24031	10/01/2024	28.581	30.971	33.398	34.727	35.729	36.805		37.155	37.305
LOG SVC CK	20417	10/01/2025	30.010	32.520	35.068	36.463	37.515	38.645		38.995	39.145
OPER ROOM CK	24924	10/01/2026	31.511	34.146	36.821	38.286	39.391	40.577		40.927	41.077
OTP RFRL CK	20415										
Q A INSPECTOR	24523										
QUALITY CONTROL CLERK	21039										

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
BED PLACEMENT CK	24272	10/01/2023	27.901	30.235	32.601	33.908	34.881	35.933		36.283	36.433
CLERK V (LPBS)	21004	10/01/2024	29.296	31.747	34.231	35.603	36.625	37.730		38.080	38.230
CONTG CARE ASST	24927	10/01/2025	30.761	33.334	35.943	37.383	38.456	39.617		39.967	40.117
COORD AAMR SYSTEM	24517	10/01/2026	32.299	35.001	37.740	39.252	40.379	41.598		41.948	42.098
DEPT OFC COORD	24908										
DPT CK	24910										
MASTER SCHEDULER	24390										
MATERIALS MGMT CLK II	24143										
MBR SVCS ASST	20362										
OHS CLAIMS PROCESSOR I	20185										
OR/SPD COMPUTER SYS LIA	24630										
QUAL ANL - MED OFF REC	24553										
QUAL RES MANG CK	24526										
SERVICE SCHED COORD	21132										
SURGERY SCHED COORD	24409										
APPT CTR MASTER SCHED	20626	10/01/2023	28.598	31.001	33.423	34.758	35.761	36.833		37.183	37.333
BILLER II (PBS)	20998	10/01/2024	30.028	32.551	35.094	36.496	37.549	38.675		39.025	39.175
DATA SUPPORT COORD	24639	10/01/2025	31.529	34.179	36.849	38.321	39.426	40.609		40.959	41.109
HOSP UNIT COORD	24935	10/01/2026	33.105	35.888	38.691	40.237	41.397	42.639		42.989	43.139
LEGAL SUPPORT COORD	20293										
OHS CLAIMS PROCESSOR II	24334										
REVN TECH	24333										
SURG SCHED SYS LIAISON	24414										
FIN COUNSELOR	20180	10/01/2023	30.062	32.575	35.129	36.532	37.581	38.715		39.065	39.215
FINANCIAL COUNSELOR II (PBS)	21006	10/01/2024	31.565	34.204	36.885	38.359	39.460	40.651		41.001	41.151
		10/01/2025	33.143	35.914	38.729	40.277	41.433	42.684		43.034	43.184
		10/01/2026	34.800	37.710	40.665	42.291	43.505	44.818		45.168	45.318
EVAL & MGMT CODER	20667	10/01/2023	30.066	31.577	33.176	34.850	38.430	39.584		39.934	40.084
		10/01/2024	31.569	33.156	34.835	36.593	40.352	41.563		41.913	42.063
		10/01/2025	33.147	34.814	36.577	38.423	42.370	43.641		43.991	44.141
		10/01/2026	34.804	36.555	38.406	40.344	44.489	45.823		46.173	46.323

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
HLTH INFO CODER TRAINEE	20668	10/01/2023	30.066								
		10/01/2024	31.569								
		10/01/2025	33.147								
		10/01/2026	34.804								
PROF SVS CODER I	21030	10/01/2023	33.462	36.265	39.103	40.670	41.845	43.833		44.183	44.333
		10/01/2024	35.135	38.078	41.058	42.704	43.937	46.025		46.375	46.525
		10/01/2025	36.892	39.982	43.111	44.839	46.134	48.326		48.676	48.826
		10/01/2026	38.737	41.981	45.267	47.081	48.441	50.742		51.092	51.242
EMERGENCY DEPT CODER	21032	10/01/2023	40.824	44.244	47.708	49.615	51.049	52.580		52.930	53.080
PROF SVS CODER II	21031	10/01/2024	42.865	46.456	50.093	52.096	53.601	55.209		55.559	55.709
REGL HOS OUTPATIENT CODER	21118	10/01/2025	45.008	48.779	52.598	54.701	56.281	57.969		58.319	58.469
		10/01/2026	47.258	51.218	55.228	57.436	59.095	60.867		61.217	61.367

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
LD FL CK	24049	10/01/2023	25.173	27.215	29.304	29.956	30.295	31.196		31.546	31.696
SR DIET CLERK	24907	10/01/2024	26.414	28.558	30.752	31.436	31.792	32.738		33.088	33.238
		10/01/2025	27.717	29.968	32.272	32.990	33.364	34.357		34.707	34.857
		10/01/2026	29.085	31.449	33.868	34.622	35.015	36.057		36.407	36.557
SR DATA ENTRY CLK	20333	10/01/2023	26.481	28.663	30.886	32.103	32.491	33.457		33.807	33.957
SR HEALTHPLAN REP-LOC 30	21131	10/01/2024	27.788	30.079	32.413	33.691	34.098	35.112		35.462	35.612
SR MED REC CLK II	24507	10/01/2025	29.160	31.565	34.016	35.358	35.785	36.850		37.200	37.350
SR VENDING/FD SERV CLERK	45450	10/01/2026	30.601	33.126	35.699	37.108	37.557	38.675		39.025	39.175
LD CUST SUPT SPEC	20006	10/01/2023	26.872	29.091	31.347	32.587	32.980	33.957		34.307	34.457
SR CENTREX OPERATOR	20377	10/01/2024	28.198	30.528	32.897	34.199	34.612	35.637		35.987	36.137
SR NURTITION SVC CLK II	25146	10/01/2025	29.590	32.037	34.524	35.891	36.325	37.401		37.751	37.901
SR REPROGRAPHICS CK	20679	10/01/2026	31.052	33.621	36.233	37.668	38.124	39.254		39.604	39.754
SR SVC REP	25135										
SR. MEDICAL DATA PROCESSOR	20214										
SR CLIN CK	24903	10/01/2023	27.536	29.814	32.126	33.396	34.341	35.368		35.718	35.868
SR HM CARE SVC ASST	24931	10/01/2024	28.895	31.287	33.715	35.048	36.041	37.119		37.469	37.619
SR IMGNG DEPT SCHEDULER	25123	10/01/2025	30.322	32.834	35.383	36.783	37.826	38.957		39.307	39.457
SR INTERMEDIATE CLK TYPIST	24510	10/01/2026	31.821	34.458	37.135	38.605	39.700	40.887		41.237	41.387
SR MED REC CLK III	24508										
SR OPTL CSHR	25143										
SR SERVICE REP-AMBULATORY SVCS	21109										
SR ADMITTING CK	20125	10/01/2023	28.225	30.551	32.923	34.227	35.197	36.250		36.600	36.750
SR CLIN CK-PSYCH	20490	10/01/2024	29.619	32.061	34.552	35.921	36.939	38.045		38.395	38.545
SR EMER DEPT SVCS ASST	20929	10/01/2025	31.082	33.647	36.262	37.700	38.768	39.930		40.280	40.430
SR SHIP & RECV CLERK	43549	10/01/2026	32.619	35.312	38.058	39.568	40.689	41.909		42.259	42.409
SR DME CLERK	21137	10/01/2023	28.931	31.321	33.748	35.077	36.079	37.155		37.505	37.655
SR LOGISTIC SVC CLERK	24173	10/01/2024	30.360	32.870	35.418	36.813	37.865	38.995		39.345	39.495
SR OTP REF CK	24124	10/01/2025	31.861	34.496	37.171	38.636	39.741	40.927		41.277	41.427
		10/01/2026	33.437	36.203	39.012	40.550	41.711	42.956		43.306	43.456

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SR BED PLACEMENT CK	20687	10/01/2023	29.646	32.097	34.581	35.953	36.975	38.080		38.430	38.580
SR CONTG CARE ASST	24928	10/01/2024	31.111	33.684	36.293	37.733	38.806	39.967		40.317	40.467
SR MATER MGMT CLK II	24146	10/01/2025	32.649	35.351	38.090	39.602	40.729	41.948		42.298	42.448
SR MBR SVC CK	24397	10/01/2026	34.264	37.101	39.977	41.565	42.748	44.028		44.378	44.528
SR SURGERY SCHED COORD	24113										
SR APPT CENTER MASTER SCHED	21088	10/01/2023	30.378	32.901	35.444	36.846	37.899	39.025		39.375	39.525
SR OHS CLAIM PROCESSOR	24335	10/01/2024	31.879	34.529	37.199	38.671	39.776	40.959		41.309	41.459
SR REVENUE TECH	45438	10/01/2025	33.455	36.238	39.041	40.587	41.747	42.989		43.339	43.489
		10/01/2026	35.110	38.032	40.976	42.599	43.817	45.121		45.471	45.621

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1	PAY ID 3	PAY ID 5	PAY ID 8	PAY ID 9	PAY ID 10	PAY ID 11	10 YR LNG	15 YR LNG
			STEP1 START	STEP2 6MONTH	STEP3 1YEAR	STEP4 2YEAR	STEP5 3YEAR	STEP6 4YEAR	STEP7 5YEAR		
PHYSICAL THERAPY AIDE I	30036	10/01/2023	23.394	24.572	25.367	27.961	28.803	29.670		30.020	30.170
		10/01/2024	24.564	25.801	26.635	29.359	30.243	31.154		31.504	31.654
		10/01/2025	25.792	27.091	27.967	30.827	31.755	32.712		33.062	33.212
		10/01/2026	27.082	28.446	29.365	32.368	33.343	34.348		34.698	34.848
HOSPITAL AIDE I	36300	10/01/2023	24.582	25.823	26.657	29.381	30.270	31.177		31.527	31.677
MED OFFC ASST I	36982	10/01/2024	25.811	27.114	27.990	30.850	31.784	32.736		33.086	33.236
NURSING AIDE I	30153	10/01/2025	27.102	28.470	29.390	32.393	33.373	34.373		34.723	34.873
SUPT CK	20588	10/01/2026	28.457	29.894	30.860	34.013	35.042	36.092		36.442	36.592
HOSPITAL AIDE II	36304	10/01/2023	25.452	26.730	27.603	30.415	31.339	32.280		32.630	32.780
LIFT TECHNICIAN	30728	10/01/2024	26.725	28.067	28.983	31.936	32.906	33.894		34.244	34.394
PT CARE ASST	36311	10/01/2025	28.061	29.470	30.432	33.533	34.551	35.589		35.939	36.089
SR CK F	20014	10/01/2026	29.464	30.944	31.954	35.210	36.279	37.368		37.718	37.868
UNIT ASSISTANT	30777										
LIFE PROF ASST	36315	10/01/2023	26.093	27.406	29.985	31.180	32.123	33.091		33.441	33.591
PHYSICAL THER AIDE II	30031	10/01/2024	27.398	28.776	31.484	32.739	33.729	34.746		35.096	35.246
RADIOLOGY ASST II	35978	10/01/2025	28.768	30.215	33.058	34.376	35.415	36.483		36.833	36.983
		10/01/2026	30.206	31.726	34.711	36.095	37.186	38.307		38.657	38.807
CERTIFIED NURSING ASST	30847	10/01/2023	26.750	28.090	29.005	31.962	32.938	33.924		34.274	34.424
ER TECH	21105	10/01/2024	28.088	29.495	30.455	33.560	34.585	35.620		35.970	36.120
HLTH APPRSL ASST	36962	10/01/2025	29.492	30.970	31.978	35.238	36.314	37.401		37.751	37.901
HM HLTH AIDE	30316	10/01/2026	30.967	32.519	33.577	37.000	38.130	39.271		39.621	39.771
MED OFFC ASST II	36984										
OPTOMETRIC ASST	30413										
STUDENT NURSE EXTERN	30488										

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	Office & Professional Empls							10 YR LNG	15 YR LNG
			PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR		
CLINIC ASSIST - LTD RADIOLOGY	36328	10/01/2023	27.421	28.797	29.737	32.770	33.760	34.782		35.132	35.282
CLINIC ASSIST - PHLEBOTOMY	36327	10/01/2024	28.792	30.237	31.224	34.409	35.448	36.521		36.871	37.021
PEDIATRIC CLIN COORD	36317	10/01/2025	30.232	31.749	32.785	36.129	37.220	38.347		38.697	38.847
		10/01/2026	31.744	33.336	34.424	37.935	39.081	40.264		40.614	40.764
VISION ASST I	37033	10/01/2023	28.121	29.528	30.492	33.599	34.615	35.659		36.009	36.159
		10/01/2024	29.527	31.004	32.017	35.279	36.346	37.442		37.792	37.942
		10/01/2025	31.003	32.554	33.618	37.043	38.163	39.314		39.664	39.814
		10/01/2026	32.553	34.182	35.299	38.895	40.071	41.280		41.630	41.780

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SP AIDE	36306	10/01/2023	26.161	27.464	28.340	31.200	32.134	33.086		33.436	33.586
		10/01/2024	27.452	28.820	29.740	32.743	33.723	34.723		35.073	35.223
		10/01/2025	28.807	30.244	31.210	34.363	35.392	36.442		36.792	36.942
		10/01/2026	30.230	31.739	32.753	36.064	37.144	38.247		38.597	38.747
SR. LIFT TECHNICIAN	30809	10/01/2023	27.075	28.417	29.333	32.286	33.256	34.244		34.594	34.744
		10/01/2024	28.411	29.820	30.782	33.883	34.901	35.939		36.289	36.439
		10/01/2025	29.814	31.294	32.304	35.560	36.629	37.718		38.068	38.218
		10/01/2026	31.287	32.841	33.902	37.321	38.443	39.586		39.936	40.086
SR HLTH APPRAISAL ASST	36969	10/01/2023	28.438	29.845	30.805	33.910	34.935	35.970		36.320	36.470
SR MED OFFC ASST	36989	10/01/2024	29.842	31.320	32.328	35.588	36.664	37.751		38.101	38.251
		10/01/2025	31.317	32.869	33.927	37.350	38.480	39.621		39.971	40.121
		10/01/2026	32.865	34.495	35.606	39.200	40.387	41.585		41.935	42.085

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SPD INSTRUMENT TECH	36912	10/01/2023	28.290	30.071	31.875	32.951	33.989	35.010		35.360	35.510
SPD/OR TECH	36908	10/01/2024	29.705	31.575	33.469	34.599	35.688	36.761		37.111	37.261
		10/01/2025	31.190	33.154	35.142	36.329	37.472	38.599		38.949	39.099
		10/01/2026	32.750	34.812	36.899	38.145	39.346	40.529		40.879	41.029
SPD INSTRU TECH II	30732	10/01/2023	28.997	30.827	32.675	33.783	34.838	35.886		36.236	36.386
SPD/OR TECH II	30733	10/01/2024	30.447	32.368	34.309	35.472	36.580	37.680		38.030	38.180
		10/01/2025	31.969	33.986	36.024	37.246	38.409	39.564		39.914	40.064
		10/01/2026	33.567	35.685	37.825	39.108	40.329	41.542		41.892	42.042
BONE DENSITY ANALYSIS TECH	30518	10/01/2023	29.731	31.604	33.497	34.636	35.719	36.795		37.145	37.295
CARDIOLOGY TECH I	36708	10/01/2024	31.218	33.184	35.172	36.368	37.505	38.635		38.985	39.135
JR RADIOLOGY TECH	35922	10/01/2025	32.779	34.843	36.931	38.186	39.380	40.567		40.917	41.067
LAB ASST	30045	10/01/2026	34.418	36.585	38.778	40.095	41.349	42.595		42.945	43.095
PATHOLOGY ASST I	30055										
ANESTHESIA TECH	30516	10/01/2023	30.777	32.726	34.677	35.851	36.974	38.087		38.437	38.587
CARDIOLOGY TECH II	36710	10/01/2024	32.316	34.362	36.411	37.644	38.823	39.991		40.341	40.491
CLINIC TECHNICIAN	30810	10/01/2025	33.932	36.080	38.232	39.526	40.764	41.991		42.341	42.491
EEG TECH	30218	10/01/2026	35.629	37.884	40.144	41.502	42.802	44.091		44.441	44.591
HISTO TECH ASST	30909										
OPTICAL DISPENSER	30353										
OPTOMETRIC TECH	30241										
PATHOLOGY ASST II	30406										
TISSUE TECH	30411										
DIET TECH	40091	10/01/2023	32.326	34.367	36.424	37.653	38.832	40.005		40.355	40.505
HEMODIALYSIS TECH	30837	10/01/2024	33.942	36.085	38.245	39.536	40.774	42.005		42.355	42.505
HNS MOHS ASST	30793	10/01/2025	35.639	37.889	40.157	41.513	42.813	44.105		44.455	44.605
SURGICAL SVS TECH	36905	10/01/2026	37.421	39.783	42.165	43.589	44.954	46.310		46.660	46.810

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
LABORATORY APPRENTICE ASST	35618	10/01/2023	25.977	27.615	29.270	30.265	31.214	32.154		32.504	32.654
		10/01/2024	27.276	28.996	30.734	31.778	32.775	33.762		34.112	34.262
		10/01/2025	28.640	30.446	32.271	33.367	34.414	35.450		35.800	35.950
		10/01/2026	30.072	31.968	33.885	35.035	36.135	37.223		37.573	37.723
CERT ANES TECHNOLOGIST	30918	10/01/2023	33.547	35.672	37.797	39.079	40.301	41.514		41.864	42.014
		10/01/2024	35.224	37.456	39.687	41.033	42.316	43.590		43.940	44.090
		10/01/2025	36.985	39.329	41.671	43.085	44.432	45.770		46.120	46.270
		10/01/2026	38.834	41.295	43.755	45.239	46.654	48.059		48.409	48.559

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SR SPD INSTR TECH	36913	10/01/2023	30.055	31.925	33.819	34.949	36.038	37.111		37.461	37.611
SR SPD/OR TECH	36911	10/01/2024	31.540	33.504	35.492	36.679	37.822	38.949		39.299	39.449
		10/01/2025	33.100	35.162	37.249	38.495	39.696	40.879		41.229	41.379
		10/01/2026	34.738	36.903	39.094	40.402	41.663	42.905		43.255	43.405
SR SPD INSTRU TECH II	30734	10/01/2023	30.797	32.718	34.659	35.822	36.930	38.030		38.380	38.530
SR SPD/OR TECH II	30735	10/01/2024	32.319	34.336	36.374	37.596	38.759	39.914		40.264	40.414
		10/01/2025	33.917	36.035	38.175	39.458	40.679	41.892		42.242	42.392
		10/01/2026	35.595	37.819	40.066	41.413	42.695	43.969		44.319	44.469
SR BONE DENSITY TECH	30873	10/01/2023	31.568	33.534	35.522	36.718	37.855	38.985		39.335	39.485
SR LAB ASSISTANT	35614	10/01/2024	33.129	35.193	37.281	38.536	39.730	40.917		41.267	41.417
		10/01/2025	34.768	36.935	39.128	40.445	41.699	42.945		43.295	43.445
		10/01/2026	36.489	38.764	41.067	42.450	43.766	45.075		45.425	45.575
SR CARDIOLOGY TECH	30183	10/01/2023	32.666	34.712	36.761	37.994	39.173	40.341		40.691	40.841
SR OPTICAL DISPENSER	30359	10/01/2024	34.282	36.430	38.582	39.876	41.114	42.341		42.691	42.841
		10/01/2025	35.979	38.234	40.494	41.852	43.152	44.441		44.791	44.941
		10/01/2026	37.760	40.128	42.501	43.927	45.292	46.646		46.996	47.146

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
CANCER REGISTRAR ASST	20228	10/01/2023	35.108	38.109	41.495	42.474	42.871	44.159		44.509	44.659
		10/01/2024	36.863	40.014	43.570	44.598	45.015	46.367		46.717	46.867
		10/01/2025	38.706	42.015	45.749	46.828	47.266	48.685		49.035	49.185
		10/01/2026	40.641	44.116	48.036	49.169	49.629	51.119		51.469	51.619
MEDICAL TRANSCRIBER	20315	10/01/2023	31.895	34.625	37.704	38.598	38.955	40.131		40.481	40.631
PATHOLOGY TRANSCRIBER	30834	10/01/2024	33.490	36.356	39.589	40.528	40.903	42.138		42.488	42.638
		10/01/2025	35.165	38.174	41.568	42.554	42.948	44.245		44.595	44.745
		10/01/2026	36.923	40.083	43.646	44.682	45.095	46.457		46.807	46.957
HLTH INFO CODER II	20670	10/01/2023	48.793	51.038	53.535	56.788	62.623	64.502		64.852	65.002
REGL HOS OUTPATIENT SPEC CODER	21119	10/01/2024	51.233	53.590	56.212	59.627	65.754	67.727		68.077	68.227
		10/01/2025	53.795	56.270	59.023	62.608	69.042	71.113		71.463	71.613
		10/01/2026	56.485	59.084	61.974	65.738	72.494	74.669		75.019	75.169
CANCER REGISTRAR	20222	10/01/2023	40.626	44.098	48.022	49.150	49.606	51.102		51.452	51.602
		10/01/2024	42.657	46.303	50.423	51.608	52.086	53.657		54.007	54.157
		10/01/2025	44.790	48.618	52.944	54.188	54.690	56.340		56.690	56.840
		10/01/2026	47.030	51.049	55.591	56.897	57.425	59.157		59.507	59.657
HLTH INFO CODER I	20669	10/01/2023	43.892	45.917	48.160	51.092	56.339	58.032		58.382	58.532
		10/01/2024	46.087	48.213	50.568	53.647	59.156	60.934		61.284	61.434
		10/01/2025	48.391	50.624	53.096	56.329	62.114	63.981		64.331	64.481
		10/01/2026	50.811	53.155	55.751	59.145	65.220	67.180		67.530	67.680
HLTH INFO CODER III	20671	10/01/2023	52.464	54.883	57.566	61.069	67.332	69.354		69.704	69.854
REGL HOS INPATIENT CODER	21120	10/01/2024	55.087	57.627	60.444	64.122	70.699	72.822		73.172	73.322
		10/01/2025	57.841	60.508	63.466	67.328	74.234	76.463		76.813	76.963
		10/01/2026	60.733	63.533	66.639	70.694	77.946	80.286		80.636	80.786

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SR MEDICAL TRANSCRIBER	20321	10/01/2023	33.840	36.706	39.939	40.878	41.253	42.488		42.838	42.988
		10/01/2024	35.515	38.524	41.918	42.904	43.298	44.595		44.945	45.095
		10/01/2025	37.273	40.433	43.996	45.032	45.445	46.807		47.157	47.307
		10/01/2026	39.119	42.437	46.178	47.266	47.700	49.130		49.480	49.630
SR CANCER REGISTRAR	20685	10/01/2023	43.007	46.653	50.773	51.958	52.436	54.007		54.357	54.507
		10/01/2024	45.140	48.968	53.294	54.538	55.040	56.690		57.040	57.190
		10/01/2025	47.380	51.399	55.941	57.247	57.775	59.507		59.857	60.007
		10/01/2026	49.732	53.951	58.721	60.092	60.646	62.465		62.815	62.965

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
VISION ASST II	37032	10/01/2023	31.467	33.048	34.288	38.079	39.845	41.041		41.391	41.541
		10/01/2024	33.040	34.700	36.002	39.983	41.837	43.093		43.443	43.593
		10/01/2025	34.692	36.435	37.802	41.982	43.929	45.248		45.598	45.748
		10/01/2026	36.427	38.257	39.692	44.081	46.125	47.510		47.860	48.010
LVN	30137	10/01/2023	32.077	33.685	34.948	38.817	40.610	41.831		42.181	42.331
MESSAGE TECH	30469	10/01/2024	33.681	35.369	36.695	40.758	42.641	43.923		44.273	44.423
		10/01/2025	35.365	37.137	38.530	42.796	44.773	46.119		46.469	46.619
		10/01/2026	37.133	38.994	40.457	44.936	47.012	48.425		48.775	48.925
LVN - RETAIL	30863	10/01/2023	37.192	38.801	40.069	43.933	45.729	47.103		47.453	47.603
LVN II HOME HEALTH/HOSPICE	30848	10/01/2024	39.052	40.741	42.072	46.130	48.015	49.458		49.808	49.958
LVN II INPATIENT	30775	10/01/2025	41.005	42.778	44.176	48.437	50.416	51.931		52.281	52.431
LVN II OUTPATIENT	30173	10/01/2026	43.055	44.917	46.385	50.859	52.937	54.528		54.878	55.028

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1	PAY ID 3	PAY ID 5	PAY ID 8	PAY ID 9	PAY ID 10	PAY ID 11	10 YR LNG	15 YR LNG
			STEP1 START	STEP2 6MONTH	STEP3 1YEAR	STEP4 2YEAR	STEP5 3YEAR	STEP6 4YEAR	STEP7 5YEAR		
SR ORTHOPEDIC TECH	30230	10/01/2023	35.930	37.712	39.907	42.027	44.197	45.513		45.863	46.013
		10/01/2024	37.709	39.580	41.885	44.111	46.389	47.771		48.121	48.271
		10/01/2025	39.577	41.542	43.962	46.299	48.691	50.142		50.492	50.642
		10/01/2026	41.538	43.602	46.143	48.596	51.108	52.632		52.982	53.132
SR LIC PHYS THER ASST	35353	10/01/2023	39.958	41.938	44.034	46.230	48.530	49.976		50.326	50.476
		10/01/2024	41.938	44.017	46.218	48.524	50.939	52.457		52.807	52.957
		10/01/2025	44.017	46.200	48.511	50.933	53.468	55.062		55.412	55.562
		10/01/2026	46.200	48.493	50.919	53.462	56.124	57.798		58.148	58.298
SR RAD TECH	30099	10/01/2023	52.064	54.652	57.712	60.592	63.601	65.199	66.837	67.187	67.337
		10/01/2024	54.650	57.367	60.580	63.604	66.764	68.441	70.161	70.511	70.661
		10/01/2025	57.365	60.218	63.592	66.767	70.085	71.846	73.652	74.002	74.152
		10/01/2026	60.216	63.211	66.754	70.088	73.572	75.421	77.317	77.667	77.817
LD UROLOGY TECHNO	36749	10/01/2023	45.086	47.327	50.082	52.743	55.469	57.675	59.970	60.320	60.470
		10/01/2024	47.323	49.676	52.569	55.363	58.225	60.541	62.951	63.301	63.451
		10/01/2025	49.672	52.142	55.180	58.114	61.119	63.551	66.081	66.431	66.581
		10/01/2026	52.138	54.732	57.922	61.002	64.157	66.711	69.368	69.718	69.868
SR CT TECH	35939	10/01/2023	54.941	57.671	60.867	64.831	68.958	70.686	72.469	72.819	72.969
		10/01/2024	57.671	60.537	63.893	68.055	72.388	74.203	76.075	76.425	76.575
		10/01/2025	60.537	63.546	67.070	71.440	75.990	77.896	79.861	80.211	80.361
		10/01/2026	63.546	66.706	70.406	74.995	79.772	81.773	83.837	84.187	84.337
SR MRI TECH	30109	10/01/2023	56.545	59.357	62.647	66.730	70.972	72.758	74.588	74.938	75.088
		10/01/2024	59.355	62.307	65.762	70.049	74.503	76.378	78.300	78.650	78.800
		10/01/2025	62.305	65.405	69.033	73.534	78.211	80.179	82.198	82.548	82.698
		10/01/2026	65.403	68.658	72.467	77.193	82.104	84.170	86.290	86.640	86.790

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1	PAY ID 3	PAY ID 5	PAY ID 8	PAY ID 9	PAY ID 10	PAY ID 11	10 YR LNG	15 YR LNG
			STEP1 START	STEP2 6MONTH	STEP3 1YEAR	STEP4 2YEAR	STEP5 3YEAR	STEP6 4YEAR	STEP7 5YEAR		
SR ANGIOGRM/INTER TECH	30462	10/01/2023	54.405	57.110	60.275	64.201	68.287	70.002	71.761	72.111	72.261
		10/01/2024	57.108	59.948	63.271	67.394	71.684	73.485	75.332	75.682	75.832
		10/01/2025	59.946	62.928	66.417	70.746	75.251	77.142	79.081	79.431	79.581
		10/01/2026	62.926	66.057	69.720	74.266	78.996	80.982	83.018	83.368	83.518
SR OPHTHALMIC TECH	36789	10/01/2023	41.296	43.355	46.219	49.213	52.388	53.954		54.304	54.454
		10/01/2024	43.343	45.505	48.512	51.656	54.990	56.634		56.984	57.134
		10/01/2025	45.493	47.763	50.920	54.221	57.722	59.448		59.798	59.948
		10/01/2026	47.750	50.134	53.449	56.915	60.591	62.403		62.753	62.903
SR NUCLEAR MEDICINE TECH	30260	10/01/2023	69.732	73.203	76.244	78.804	81.582	83.628	85.731	86.081	86.231
		10/01/2024	73.201	76.846	80.039	82.727	85.644	87.792	90.000	90.350	90.500
		10/01/2025	76.844	80.671	84.023	86.846	89.909	92.164	94.483	94.833	94.983
		10/01/2026	80.669	84.687	88.207	91.171	94.387	96.755	99.190	99.540	99.690
SR DIAG MED SONOG I	30272	10/01/2023	57.055	59.889	62.914	66.795	70.785	72.562	74.387	74.737	74.887
SR PERIPHERAL VASC TECH	30832	10/01/2024	59.890	62.866	66.042	70.117	74.307	76.173	78.089	78.439	78.589
		10/01/2025	62.867	65.992	69.327	73.605	78.005	79.964	81.976	82.326	82.476
		10/01/2026	65.993	69.274	72.776	77.268	81.888	83.945	86.057	86.407	86.557
SR RESP CARE PRACT	30480	10/01/2023	49.976	52.473	55.087	57.840	60.732	62.545		62.895	63.045
		10/01/2024	52.457	55.079	57.824	60.715	63.751	65.655		66.005	66.155
		10/01/2025	55.062	57.815	60.698	63.733	66.921	68.920		69.270	69.420
		10/01/2026	57.798	60.688	63.715	66.902	70.250	72.349		72.699	72.849
SR SURG TECH	30844	10/01/2023	36.537	38.363	40.778	43.069	45.553	46.909		47.259	47.409
		10/01/2024	38.346	40.264	42.799	45.205	47.813	49.237		49.587	49.737
		10/01/2025	40.246	42.260	44.921	47.448	50.186	51.681		52.031	52.181
		10/01/2026	42.241	44.356	47.150	49.803	52.678	54.248		54.598	54.748

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
SR HISTOLOGY TECH	35601	10/01/2023	40.510	43.041	45.586	47.117	48.579	50.027		50.377	50.527
		10/01/2024	42.518	45.176	47.848	49.455	50.990	52.511		52.861	53.011
		10/01/2025	44.626	47.417	50.223	51.910	53.522	55.119		55.469	55.619
		10/01/2026	46.840	49.770	52.717	54.488	56.181	57.857		58.207	58.357
SR DIAG MED SONOG II	36703	10/01/2023	58.755	61.676	67.048	70.455	75.102	78.093	81.209	81.559	81.709
		10/01/2024	61.675	64.742	70.383	73.960	78.840	81.980	85.252	85.602	85.752
		10/01/2025	64.741	67.962	73.885	77.641	82.765	86.062	89.497	89.847	89.997
		10/01/2026	67.961	71.343	77.562	81.506	86.886	90.348	93.954	94.304	94.454
SR ORTHO TECH II	30484	10/01/2023	43.979	46.165	48.853	51.452	54.104	55.721		56.071	56.221
		10/01/2024	46.160	48.456	51.278	54.007	56.792	58.490		58.840	58.990
		10/01/2025	48.451	50.861	53.824	56.690	59.614	61.397		61.747	61.897
		10/01/2026	50.856	53.387	56.498	59.507	62.577	64.449		64.799	64.949
SR MAMMOGRAPHY TECH	30520	10/01/2023	57.371	60.219	63.593	66.764	70.086	71.843	73.652	74.002	74.152
		10/01/2024	60.222	63.212	66.755	70.085	73.573	75.418	77.317	77.667	77.817
		10/01/2025	63.216	66.355	70.075	73.572	77.234	79.171	81.165	81.515	81.665
		10/01/2026	66.359	69.655	73.561	77.233	81.078	83.112	85.206	85.556	85.706
SR ECHO TECH II	30821	10/01/2023	57.561	60.425	64.422	69.614	75.102	78.093	81.209	81.559	81.709
		10/01/2024	60.422	63.429	67.626	73.077	78.840	81.980	85.252	85.602	85.752
		10/01/2025	63.426	66.583	70.990	76.713	82.765	86.062	89.497	89.847	89.997
		10/01/2026	66.580	69.895	74.522	80.531	86.886	90.348	93.954	94.304	94.454

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG	
CONTACT LENS FITTER	30347	10/01/2023	31.381	32.970	35.073	37.054	39.210	40.387		40.737	40.887	
		10/01/2024	32.950	34.619	36.827	38.907	41.171	42.406		42.756	42.906	
		10/01/2025	34.598	36.350	38.668	40.852	43.230	44.526		44.876	45.026	
		10/01/2026	36.328	38.168	40.601	42.895	45.392	46.752		47.102	47.252	
OPHTHALMIC TECH I	36798	10/01/2023	35.459	37.240	39.725	42.313	45.065	46.417		46.767	46.917	
		10/01/2024	37.232	39.102	41.711	44.429	47.318	48.738		49.088	49.238	
		10/01/2025	39.094	41.057	43.797	46.650	49.684	51.175		51.525	51.675	
		10/01/2026	41.049	43.110	45.987	48.983	52.168	53.734		54.084	54.234	
PATHOLOGY TECHNICIAN	30835	10/01/2023	32.817	34.475	36.671	38.737	40.996	42.227		42.577	42.727	
SURGICAL TECHNOLOGIST I	30292	10/01/2024	34.458	36.199	38.505	40.674	43.046	44.338		44.688	44.838	
TECH ASSISTANT	36904	10/01/2025	36.181	38.009	40.430	42.708	45.198	46.555		46.905	47.055	
		10/01/2026	37.990	39.909	42.452	44.843	47.458	48.883		49.233	49.383	
ORTHOPEDIC TECH	30224	10/01/2023	33.886	35.583	37.673	39.692	41.759	43.012		43.362	43.512	
		10/01/2024	35.580	37.362	39.557	41.677	43.847	45.163		45.513	45.663	
		10/01/2025	37.359	39.230	41.535	43.761	46.039	47.421		47.771	47.921	
		10/01/2026	39.227	41.192	43.612	45.949	48.341	49.792		50.142	50.292	
COTA	35350	10/01/2023	37.722	39.608	41.604	43.695	45.886	47.263		47.613	47.763	
LIC PHYSC THRPY ASST	30022	10/01/2024	39.608	41.588	43.684	45.880	48.180	49.626		49.976	50.126	
PATHOLOGY TISSUE TECH	30836	10/01/2025	41.588	43.667	45.868	48.174	50.589	52.107		52.457	52.607	
		10/01/2026	43.667	45.850	48.161	50.583	53.118	54.712		55.062	55.212	
RAD TECH	30087	10/01/2023	49.251	51.716	54.630	57.373	60.239	61.761	63.321		63.671	63.821
		10/01/2024	51.714	54.302	57.362	60.242	63.251	64.849	66.487		66.837	66.987
		10/01/2025	54.300	57.017	60.230	63.254	66.414	68.091	69.811		70.161	70.311
		10/01/2026	57.015	59.868	63.242	66.417	69.735	71.496	73.302		73.652	73.802
CARDIOPUL TECHNO	36712	10/01/2023	47.158	49.519	52.826	56.266	59.925	62.320	64.818		65.168	65.318
		10/01/2024	49.516	51.995	55.467	59.079	62.921	65.436	68.059		68.409	68.559
		10/01/2025	51.992	54.595	58.240	62.033	66.067	68.708	71.462		71.812	71.962
		10/01/2026	54.592	57.325	61.152	65.135	69.370	72.143	75.035		75.385	75.535

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
UROLOGY TECH	30207	10/01/2023	42.606	44.740	47.364	49.898	52.494	54.595	56.781	57.131	57.281
		10/01/2024	44.736	46.977	49.732	52.393	55.119	57.325	59.620	59.970	60.120
		10/01/2025	46.973	49.326	52.219	55.013	57.875	60.191	62.601	62.951	63.101
		10/01/2026	49.322	51.792	54.830	57.764	60.769	63.201	65.731	66.081	66.231
SURGICAL TECHNO II	30297	10/01/2023	34.464	36.203	38.503	40.685	43.050	44.342		44.692	44.842
		10/01/2024	36.187	38.013	40.428	42.719	45.203	46.559		46.909	47.059
		10/01/2025	37.996	39.914	42.449	44.855	47.463	48.887		49.237	49.387
		10/01/2026	39.896	41.910	44.571	47.098	49.836	51.331		51.681	51.831
PULMONARY FUNCTION TECH	30849	10/01/2023	43.633	45.817	48.106	50.992	54.054	56.757	59.595	59.945	60.095
		10/01/2024	45.815	48.108	50.511	53.542	56.757	59.595	62.575	62.925	63.075
		10/01/2025	48.106	50.513	53.037	56.219	59.595	62.575	65.704	66.054	66.204
		10/01/2026	50.511	53.039	55.689	59.030	62.575	65.704	68.989	69.339	69.489
ANGIOGRAM/INTER TECH	35933	10/01/2023	51.481	54.057	57.071	60.810	64.702	66.335	68.010	68.360	68.510
		10/01/2024	54.055	56.760	59.925	63.851	67.937	69.652	71.411	71.761	71.911
		10/01/2025	56.758	59.598	62.921	67.044	71.334	73.135	74.982	75.332	75.482
		10/01/2026	59.596	62.578	66.067	70.396	74.901	76.792	78.731	79.081	79.231
ECHO TECH I	30197	10/01/2023	49.543	52.023	55.452	59.947	64.700	67.291	69.978	70.328	70.478
		10/01/2024	52.020	54.624	58.225	62.944	67.935	70.656	73.477	73.827	73.977
		10/01/2025	54.621	57.355	61.136	66.091	71.332	74.189	77.151	77.501	77.651
		10/01/2026	57.352	60.223	64.193	69.396	74.899	77.898	81.009	81.359	81.509
OPHTHALMIC TECH II	36799	10/01/2023	38.996	40.957	43.685	46.536	49.560	51.051		51.401	51.551
		10/01/2024	40.946	43.005	45.869	48.863	52.038	53.604		53.954	54.104
		10/01/2025	42.993	45.155	48.162	51.306	54.640	56.284		56.634	56.784
		10/01/2026	45.143	47.413	50.570	53.871	57.372	59.098		59.448	59.598
NUCLEAR MEDICINE TECH	30255	10/01/2023	66.078	69.384	72.280	74.718	77.364	79.312	81.315	81.665	81.815
		10/01/2024	69.382	72.853	75.894	78.454	81.232	83.278	85.381	85.731	85.881
		10/01/2025	72.851	76.496	79.689	82.377	85.294	87.442	89.650	90.000	90.150
		10/01/2026	76.494	80.321	83.673	86.496	89.559	91.814	94.133	94.483	94.633

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
DIAG MED SONOGRAPHER I	30266	10/01/2023	54.005	56.704	59.585	63.281	67.081	68.773	70.511	70.861	71.011
PERIPHERAL VASCULAR TECH	30410	10/01/2024	56.705	59.539	62.564	66.445	70.435	72.212	74.037	74.387	74.537
		10/01/2025	59.540	62.516	65.692	69.767	73.957	75.823	77.739	78.089	78.239
		10/01/2026	62.517	65.642	68.977	73.255	77.655	79.614	81.626	81.976	82.126
RESPIRATORY CARE PRACT	30076	10/01/2023	47.263	49.641	52.130	54.752	57.507	59.233		59.583	59.733
		10/01/2024	49.626	52.123	54.737	57.490	60.382	62.195		62.545	62.695
		10/01/2025	52.107	54.729	57.474	60.365	63.401	65.305		65.655	65.805
		10/01/2026	54.712	57.465	60.348	63.383	66.571	68.570		68.920	69.070
HISTOLOGY TECH	30066	10/01/2023	38.248	40.658	43.082	44.540	45.932	47.311		47.661	47.811
		10/01/2024	40.160	42.691	45.236	46.767	48.229	49.677		50.027	50.177
		10/01/2025	42.168	44.826	47.498	49.105	50.640	52.161		52.511	52.661
		10/01/2026	44.276	47.067	49.873	51.560	53.172	54.769		55.119	55.269
RCP NEW GRAD	35731	10/01/2023	36.426								
		10/01/2024	38.247								
		10/01/2025	40.159								
		10/01/2026	42.167								
DIAG MED SONOG II	36831	10/01/2023	55.624	58.406	63.522	66.767	71.192	74.041	77.009	77.359	77.509
		10/01/2024	58.405	61.326	66.698	70.105	74.752	77.743	80.859	81.209	81.359
		10/01/2025	61.325	64.392	70.033	73.610	78.490	81.630	84.902	85.252	85.402
		10/01/2026	64.391	67.612	73.535	77.291	82.415	85.712	89.147	89.497	89.647
NEURODIAGNOSTIC TECHNO	36725	10/01/2023	44.650	46.884	50.294	52.006	53.621	55.769	57.998	58.348	58.498
		10/01/2024	46.883	49.228	52.809	54.606	56.302	58.557	60.898	61.248	61.398
		10/01/2025	49.227	51.689	55.449	57.336	59.117	61.485	63.943	64.293	64.443
		10/01/2026	51.688	54.273	58.221	60.203	62.073	64.559	67.140	67.490	67.640

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
ORTHOPEDIC TECH II	30482	10/01/2023	41.551	43.633	46.193	48.669	51.194	52.734		53.084	53.234
		10/01/2024	43.629	45.815	48.503	51.102	53.754	55.371		55.721	55.871
		10/01/2025	45.810	48.106	50.928	53.657	56.442	58.140		58.490	58.640
		10/01/2026	48.101	50.511	53.474	56.340	59.264	61.047		61.397	61.547
ECHO TECH II	30196	10/01/2023	54.487	57.214	61.021	65.966	71.192	74.041	77.009	77.359	77.509
		10/01/2024	57.211	60.075	64.072	69.264	74.752	77.743	80.859	81.209	81.359
		10/01/2025	60.072	63.079	67.276	72.727	78.490	81.630	84.902	85.252	85.402
		10/01/2026	63.076	66.233	70.640	76.363	82.415	85.712	89.147	89.497	89.647
MAMMOGRAPHY TECH I	30202	10/01/2023	51.716	54.307	57.361	60.238	63.253	64.848	66.486	66.836	66.986
		10/01/2024	54.302	57.022	60.229	63.250	66.416	68.090	69.810	70.160	70.310
		10/01/2025	57.017	59.873	63.240	66.413	69.737	71.495	73.301	73.651	73.801
		10/01/2026	59.868	62.867	66.402	69.734	73.224	75.070	76.966	77.316	77.466
MAMMOGRAPHY TECH II	30205	10/01/2023	54.306	57.018	60.231	63.251	66.415	68.089	69.811	70.161	70.311
		10/01/2024	57.021	59.869	63.243	66.414	69.736	71.493	73.302	73.652	73.802
		10/01/2025	59.872	62.862	66.405	69.735	73.223	75.068	76.967	77.317	77.467
		10/01/2026	62.866	66.005	69.725	73.222	76.884	78.821	80.815	81.165	81.315
CARDIOVASCULAR TECH	30412	10/01/2023	45.216	47.496	50.617	54.718	59.063	61.429	63.887	64.237	64.387
		10/01/2024	47.477	49.871	53.148	57.454	62.016	64.500	67.081	67.431	67.581
		10/01/2025	49.851	52.365	55.805	60.327	65.117	67.725	70.435	70.785	70.935
		10/01/2026	52.344	54.983	58.595	63.343	68.373	71.111	73.957	74.307	74.457
COMPUTER TOMOGRAPHY TECH	30095	10/01/2023	51.991	54.591	57.635	61.410	65.341	66.987	68.685	69.035	69.185
		10/01/2024	54.591	57.321	60.517	64.481	68.608	70.336	72.119	72.469	72.619
		10/01/2025	57.321	60.187	63.543	67.705	72.038	73.853	75.725	76.075	76.225
		10/01/2026	60.187	63.196	66.720	71.090	75.640	77.546	79.511	79.861	80.011

Office & Professional Empls

JOB TITLE	JOB CODE	Effective Start Date	PAY ID 1 STEP1 START	PAY ID 3 STEP2 6MONTH	PAY ID 5 STEP3 1YEAR	PAY ID 8 STEP4 2YEAR	PAY ID 9 STEP5 3YEAR	PAY ID 10 STEP6 4YEAR	PAY ID 11 STEP7 5YEAR	10 YR LNG	15 YR LNG
MRI TECH	36932	10/01/2023	53.519	56.197	59.330	63.219	67.259	68.960	70.703	71.053	71.203
		10/01/2024	56.195	59.007	62.297	66.380	70.622	72.408	74.238	74.588	74.738
		10/01/2025	59.005	61.957	65.412	69.699	74.153	76.028	77.950	78.300	78.450
		10/01/2026	61.955	65.055	68.683	73.184	77.861	79.829	81.848	82.198	82.348
ORTHO TECH APPRENTICE	30890	10/01/2023	23.600	24.782	26.240	27.645	29.084	29.957		30.307	30.457
		10/01/2024	24.780	26.021	27.552	29.027	30.538	31.455		31.805	31.955
		10/01/2025	26.019	27.322	28.930	30.478	32.065	33.028		33.378	33.528
		10/01/2026	27.320	28.688	30.377	32.002	33.668	34.679		35.029	35.179
MONITOR TECHNICIAN	30886	10/01/2023	25.452	27.057	28.677	29.648	30.580	31.499		31.849	31.999
		10/01/2024	26.725	28.410	30.111	31.130	32.109	33.074		33.424	33.574
		10/01/2025	28.061	29.831	31.617	32.687	33.714	34.728		35.078	35.228
		10/01/2026	29.464	31.323	33.198	34.321	35.400	36.464		36.814	36.964

I N D E X

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Absence, Leaves of	1500	39
Absence, Notice of Intended	1232	22
Access and Visitation of Union Representatives	2300	58
Additional Hours, Part-time	1222	20
Additional Temporary Hours, Part-time and On-call	1222	20
Advanced Hiring Criteria	1320	26
Advancement, Internal Career	827	14
Agreement		1
Agreement, Duration of	3100	67
Agreement, Purpose of	100	1
Agreement, Scope of	200	1
Alternate Compensation Program	1900	54
Participation	1901	54
Benefits and Compensation Rate	1903	54
Health Plan/Dental Plan/Life Insurance	1905	55
Work/Flexible Personal Days/Balance Time Off Program	1907	55
Sick Leave Account	1909	55
Premium Rates	1911	55
Pension	1915	55
Leaves of Absence	1918	56
Tax Deferred Savings Plan	1920	56
Annuity, Preretirement Survivor	1846	52
Arbitration Procedure, Expedited	2521	62
Arbitration, Step Four-	2514	60
Assignments, Shift	1228	22
Assignment, Wage Rate for Out of Class Work	1306	24
Benefits, Coordination of	1866	54
Benefits, Survivor Assistance	1858	54
Benefits While on Family Leave of Absence	1525	42
Benefits While on Leave of Absence	1542	44
Benefits While on Medical Leave of Absence	1545	44
Benefits While on Occupational Leave of Absence	1547	44
Benefits While on Personal Leave of Absence	1543	44
Bereavement Leave	1550	45
Bilingual Pay	1342	29
Bulletin Boards	1000	17
Call Back Pay	1335	28
Calls, Emergency Phone	627	6
Career Advancement, Internal	827	14
Change, Technological	631	7

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Changing Clothing	1238	23
Checkoff	308	3
Classification Review	2700	64
Procedure	2701	64
Reclassification Review Procedure	2705	65
Committee, Special	2600	64
Committee, Stewards and Grievance	2400	58
Community Disaster	400	3
Compensation	1300	23
Advanced Hiring Criteria	1320	26
Bilingual Pay	1342	29
Call Back Pay	1335	28
Longevity Rate	1333	28
Make-up Time	1347	29
Payroll Errors	1345	29
Red Circle Rates	1311	24
Reporting Pay	1338	28
Retroactivity of Wage Increases	1326	27
Shift Differential	1328	27
Standby Pay	1340	28
Step Increases/Step Progression	1314	24
Training Pay	1349	29
Wage Rate for Out of Class Work Assignment	1306	24
Wage Rates for Seniors	1323	27
Wage Rate Upon Promotion	1303	23
Wage Rate Upon Transfer	1308	24
Wage Schedules	1301	23
Confidentiality of Medical Records and Member/Patient Information	210	2
Coordination of Benefits	1866	54
Courtesy	208	2
Definitions	201	1
Definitions, Seniority	601	4
Delta Dental; Group 821, Dental Benefits	1819	49
Dental, Dual Choice	1827	50
Dental Plan, Pension Plan, Life Insurance, Health Plan	1800	46
Dental Benefits, Delta Dental Group 821	1819	49
Pension Plan Coverage, Life Insurance, Health Plan, Dependents Health Plan Coverage, Employee and	1801	46
Description, Job	629	7
Designated Holidays	1913	55
Designated Holiday During Vacation Period	1442	33
Designated Holiday Premiums	1423	32
Designated Holidays	1416	31

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Differential, Shift	1328	27
Discharge, Discipline and	2100	56
Discharge During Probation	903	17
Discharge for Cause	2101	56
Disciplinary Action	2111	57
Discipline and Discharge	2100	56
Disciplinary Sessions	2109	57
Termination Pay	2105	57
Discrimination	1100	17
Duplication of Overtime	1209	19
Duration of Agreement	3100	67
Education Leaves	1531	42
Emergency Phone Calls	627	6
Employee and Dependents Health Plan Coverage	1801	46
Employees and Job Posting, New	801	11
Employees, Irregularly Scheduled Part-time	618	6
Employees, List of	311	3
Employees, On-Call	612	5
Employees, Part-time	607	5
Employees, Supervisory	206	1
Employees, Temporary	621	6
Errors, Payroll	1345	29
Evaluation Period, Transfer	824	13
Examination, Mandatory Physical	2004	56
Examination, New Hire Physical	812	12
Examinations, Physical	2000	56
Facilities, Transfers from Other Kaiser Permanente	831	14
Family Leave	1522	41
Family Leave of Absence, Benefits While on	1525	42
Flexible Schedules	1236	22
Force and Reduction of Scheduled Hours, Reduction in	700	7
Force Reduction, Temporary	718	9
General Provisions	600	4
Emergency Phone Calls	627	6
Irregularly Scheduled Part-time Employees	618	6
Job Descriptions	629	7
On-Call Employees	612	5
Part-time Employees	607	5
Seniority Definitions	601	4
Technological Change	631	7
Temporary Employees	621	6

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Grievance Committee, Stewards and	2400	58
Grievance Procedure	2500	59
Expedited Arbitration Procedure	2521	62
General Principles	2501	59
Grievance Settlements	2541	64
Mediation Procedure	2519	61
Step Four – Arbitration	2514	60
Step One	2508	59
Step Three	2512	60
Step Two	2510	59
Time Limits	2535	63
Hazardous Condition	2910	66
Health Plan/Dental Plan/Life Insurance, Section 3	1905	55
Health Plan Coverage for Parents	1817	49
Health Plan Coverage for Retirees	1806	47
Health Plan, Dental Plan and Pension Plan Coverage, Life Insurance	1800	46
Hiring Criteria, Advanced	1320	26
Hospitalization for Terminated Employees, Coverage During	1834	51
Hours, New Hires, Transfer, Promotions and Additional	800	11
Hours of Work and Overtime	1200	18
Additional Hours	1222	20
Changing Clothing	1238	23
Duplication of Overtime	1209	19
Flexible Schedules	1236	22
Normal Workweek	1201	18
Notice of Intended Absence	1232	22
Overtime	1204	18
Rest Periods	1229	22
Scheduling	1213	19
Seventh Day Worked	1211	19
Shift Assignments	1227	22
Hours, Part-time Additional	1222	20
Hours, Part-time and On-Call Additional Temporary	1222	20
Hours, Reduction in Force and Reduction of Schedule	700	7
Income/Extended Income Protection Plan, Extended Sick	1463	36
Leave Bank and		
Increases, Retroactivity of Wage	1326	27
Increases/Step Progression, Step	1314	24
In-service, Radiologic Technologists	1537	43
Insurance, Life	1851	53
Integration of Compensation Benefits and Sick Leave	1483	38
Intended Absence, Notice of	1232	22

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Internal Career Advancement	827	14
Irregularly Scheduled Part-time Employees	618	6
Job Description	629	7
Job Posting, New Employees and	801	11
Jury Duty and Legal Proceedings	1600	45
Kaiser Permanente Facilities, Transfer from Other	831	14
Leaves of Absence, Section 9	1918	56
Leaves of Absence	1500	39
Benefits While on Family Leave of Absence	1525	42
Benefits While on Leave of Absence	1542	44
Benefits While on Medical Leave of Absence	1545	44
Benefits While on Occupational Leave of Absence	1547	44
Benefits While on Personal Leave of Absence	1543	44
Bereavement Leave	1550	45
Education Leave	1531	42
Eligibility	1501	39
Family Leave	1522	41
Medical Leaves	1504	39
Military Leave	1527	42
Occupational Injury or Illness Leave	1510	40
Personal Leaves	1519	41
Personal Time Off	1539	43
Radiologic Technologists In-Service	1537	43
Legal Proceedings, Jury Duty and	1600	45
Letter of Understanding		70
Bilingual Employee Program		70
Life Insurance, Health Plan, Dental Plan and Pension Plan	1800	46
Coverage		
Coverage During Hospitalization for Terminated	1834	51
Employees		
Dual Choice Dental	1827	50
Employee and Dependents Health Plan Coverage	1801	46
Health Plan Coverage Coordinated with Medicare (On or	1813	48
After July 1, 1990)		
Health Plan Coverage for Parents	1817	49
Health Plan Coverage for Retirees	1806	47
Life Insurance	1851	53
Limitations	1860	54
Pension Plan	1836	51
Preretirement Survivor Annuity	1846	52
Survivor Assistance Benefits	1858	54

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Tax Deferred Retirement Savings Plan	1863	54
List of Employees	311	3
Lockouts, No Strikes – No	2200	58
Longevity Rates	1333	28
Make-up Time	1347	29
Management	500	3
Mandatory Physical Examination	2004	56
Mediation Procedure	2519	61
Medical Leave of Absence, Benefits While on	1545	44
Medical Leaves	1504	39
Medical Records and Member/Patient Information, Confidentiality of	210	2
Medicare, Health Plan Coverage Coordinated with (On or After July 1, 1990)	1813	48
Medicare, Health Plan Coverage Coordinated with (Prior to July 1, 1990)	1815	48
Member/Patient Information, Confidentiality of Medical Records and	210	2
Membership, Maintenance of	306	3
Membership, Union	303	2
Mileage Allowance	1700	46
Military Leave	1527	42
New Hire Physicals	2001	56
New Hires (Full-time/Part-time Employees), Probationary Period	901	17
New Hires, Transfers, Promotions and Additional Hours	800	11
Internal Career Advancement	827	14
New Employees and Job Posting	801	11
New Hire Physical Examination	812	12
Part-time Additional Hours	1222	20
Part-time and On-call Additional Temporary Hours	1222	20
Promotions and Transfers out of the Bargaining Unit	829	14
Promotions and Transfer Requests	814	12
Transfer Evaluation Period	824	13
Transfer Rights	816	12
Transfers from Other Kaiser Permanente Facilities	831	14
Normal Workweek	1201	18
No Strikes – No Lockouts	2200	58
Notice of Intended Absence	1232	22
Occupational Injury or Illness Leave	1510	40
Occupational Leave of Absence, Benefits While on	1547	44

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
On-call Employees	612	5
Out of Class Work Assignment, Wage Rate for	1306	24
Overtime, Duplication of	1209	19
Overtime, Hours of Work and	1200	18
Parents, Health Plan Coverage for	1817	49
Parking Lot Security	2908	66
Part-time Additional Hours	1222	20
Part-time and On-call Additional Temporary Hours	1222	20
Part-time Employees	607	5
Part-time Employees, Irregularly Scheduled	618	6
Patient Information, Confidentiality of Medical Records and Member/Patient Information	210	2
Participation	1901	54
Pay, Bilingual	1342	29
Pay, Call Back	1335	28
Pay, Reporting	1338	28
Payroll Errors	1345	29
Pay, Standby	1340	28
Pay, Termination	2105	57
Pay, Training	1349	29
Pension	1915	55
Pension Plan Coverage, Life Insurance, Health Plan, Dental Plan and	1800	46
Personal Leaves of Absence, Benefits While on	1543	44
Personal Leaves	1519	41
Personal Time Off	1539	43
Phone Calls, Emergency	627	6
Physical Examination, New Hire	812	12
Physical Examinations	2000	56
Mandatory Physical Examination	2004	56
New Hire Physical	2001	56
Posting, New Employees and Job	801	11
Preretirement Survivor Annuity	1846	52
Premium Rates	1911	55
Probation	900	17
Discharge During Probation	903	17
Probationary Period – New Hires (Full-time/Part-time Employees)	901	17
Progression, Step Increases/Step	1314	24
Promotions and Additional Hours, New Hires, Transfers,	800	11
Promotions and Transfer Requests	814	12
Promotions, Wage Rate Upon	1303	23
Provisions, General	600	4

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Radiologic Safety	2905	66
Radiologic Technologists In-Service	1537	43
Rate for Out of Class Work Assignment, Wage	1306	24
Rate, Longevity	1333	28
Rates for Senior, Wage	1323	27
Rates, Red Circle	1311	24
Rate Upon Promotion, Wage	1303	23
Rate Upon Transfer, Wage	1308	24
Reclassification Review Procedure	2705	65
Recognition and Union Security	300	2
Checkoff	308	3
List of Employees	311	3
Maintenance of Membership	306	3
Recognition	301	2
Union Membership	303	2
Red Circle Rates	1311	24
Reduction in Force and Reduction of Scheduled Hours	700	7
General	711	8
Temporary Force Reduction	718	9
Reporting Pay	1338	28
Representatives, Access and Visitation of Union	2300	58
Rest Periods	1229	22
Retirees, Health Plan Coverage for	1806	47
Retirement Savings Plan, Tax Deferred	1863	54
Retroactivity of Wage Increases	1326	27
Review, Classification	2700	64
Rights, Transfer	816	12
Safety	2900	66
Hazardous Condition	2910	66
Parking Lot Security	2908	66
Radiologic Safety	2905	66
Savings Clause	3000	67
Savings Plan, Tax Deferred Retirement	1863	54
Scheduled Hours, Reduction in Force and Reduction of	700	7
Schedules, Flexible	1236	22
Schedules, Wage	1301	23
Scheduling	1213	19
Scope of Agreement	200	1
Confidentiality of Medical Records and Member/Patient Information	210	2
Courtesy	208	2
Definitions	201	1
Supervisory Employees	206	1

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Seniority Definitions	601	4
Seniors, Wage Rates for	1323	27
Settlements, Grievance	2541	64
Seventh Day Worked	1211	19
Shift Assignments	1227	22
Shift Differential	1328	27
Sick Leave Bank, Extended and Income/Extended Income Protection Plan	1463	36
Special Committee	2600	64
Standby Pay	1340	28
Step Increases/Step Progression	1314	24
Step Progression, Step Increases/	1314	24
Stewards and Grievance Committee	2400	58
Strikes – No Lockouts, No	2200	58
Supervisory Employees	206	1
Survivor Annuity, Preretirement	1846	52
Survivor Assistance Benefit	1858	54
Survivor Coverage	1849	52
Tax Deferred Retirement Savings Plan	1863	54
Tax Deferred Savings Plan	1920	56
Technological Change	631	7
Temporary Employees	621	6
Temporary Force Reduction	718	9
Terminated Employees, Coverage During Hospitalization for	1834	51
Termination Pay	2105	57
Time, Make-up	1347	29
Time Off, Personal	1539	43
Training Pay	1349	29
Training/Preceptor Guidelines and Pay	1351	29
Transfer Evaluation Period	824	13
Transfer Requests, Promotions and	814	12
Transfer Rights	816	12
Transfers from Other Kaiser Permanente Facilities	831	14
Transfers, Promotions and Additional Hours, New Hires,	800	11
Transfer, Wage Rate Upon	1308	24
Union Membership	303	2
Union Representatives, Access and Visitation of	2300	58
Union Security, Recognition and	300	2
Vacation Account	1437	33
Vacation Accumulation	1449	34
Vacation Advance Pay	1458	35

<u>Subject</u>	<u>Paragraph</u>	<u>Page</u>
Vacation Pay	1442	33
Vacation Scheduling	1460	35
Vacation, Use of	1440	33
Visitation of Union Representatives, Access and	2300	58
Voluntary Alternative Work Schedules	1234	22
Work/Life Balance Time Off Program	1400	30
Designated Holiday During Vacation Period	1453	34
Designated Holiday Premiums	1423	32
Designated Holidays	1416	31
Disability Benefits – Income Protection and Extended Income Protection	1474	37
Work/Life Balance Time Off Eligibility Date	1434	33
Vacation Pay	1442	33
Vacation Scheduling	1460	35
Wage Increases, Retroactivity of	1326	27
Wage Rate for Out of Class Work Assignment	1306	24
Wage Rates for Seniors	1323	27
Wage Rate Upon Promotion	1303	23
Wage Rate Upon Transfer	1308	24
Wage Schedules	1301	23
Work and Overtime, Hours of	1200	18
Work/Flexible Personal Days/Life Balance Time Off Program	1907	55
Work Schedules, Voluntary Alternative	1234	22
Worked, Seventh Day	1211	19
Workweek, Normal	1201	18