

COLLECTIVE AGREEMENT

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)**
[hereinafter referred to as the "Health Centre"]

And:

ONTARIO NURSES' ASSOCIATION
[hereinafter referred to as the "Union"]

Expiry Date: March 31, 2011

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APPENDIX 3
SALARY SCHEDULE

Effective April 1, 2008				
	Registered Nurse	Assistant Head Nurse	Nurse Practitioner	Clinical Practice Leader
Start	27.67	28.81	40.18	29.71
1 Year	28.08	29.23	40.54	30.07
2 Years	28.55	29.71	40.54	30.46
3 Years	29.95	31.16	41.63	31.86
4 Years	31.37	32.66	42.89	33.29
5 Years	33.14	34.50	44.14	35.06
6 Years	34.91	36.32	45.40	36.83
7 Years	36.71	38.19	40.18	38.63
8 Years	39.31	40.92	46.77	41.23
25 Years	40.00	41.73	47.71	41.92

Effective April 1, 2009				
	Registered Nurse	Assistant Head Nurse	Nurse Practitioner	Clinical Practice Leader
Start	28.50	29.67	41.39	30.60
1 Year	28.92	30.11	41.75	30.97
2 Years	29.41	30.60	41.75	31.37
3 Years	30.85	32.10	42.88	32.82
4 Years	32.31	33.64	44.18	34.29
5 Years	34.13	35.53	45.46	36.12
6 Years	35.96	37.41	46.76	37.93
7 Years	37.81	39.34	41.39	39.78
8 Years	40.49	42.15	48.18	42.46
25 Years	41.20	42.99	49.14	43.18

Effective April 1, 2010				
	Registered Nurse	Assistant Head Nurse	Nurse Practitioner	Clinical Practice Leader
Start	29.36	30.56	42.63	31.51
1 Year	29.79	31.01	43.00	31.90
2 Years	30.29	31.51	43.00	32.31
3 Years	31.78	33.06	44.17	33.80
4 Years	33.28	34.65	45.50	35.32
5 Years	35.15	36.60	46.83	37.20
6 Years	37.04	38.54	48.16	39.07
7 Years	38.94	40.52	42.63	40.98
8 Years	41.70	43.41	49.62	43.74
25 Years	42.44	44.28	50.62	44.47

APPENDIX 5

LOCAL ISSUES

ARTICLE A – RECOGNITION

A – 1 The Health Centre recognizes the Union as the sole bargaining agent of all lay registered and graduate Nurses employed in a nursing capacity by the Health Centre at Guelph, save and except Nurse Managers and persons above the rank of Nurse Manager.

ARTICLE B – MANAGEMENT RIGHTS

B – 1 The Union acknowledges that, except as expressly modified by any other article of this collective agreement, it is the exclusive function of the Health Centre to manage and direct its operations and affairs in all respects and, without limiting or restriction that function:

- (a) to maintain order, discipline and efficiency:
- (b) to determine the number and location of the Health Centre establishments, the services to be rendered, the methods, the work procedures, the kinds and locations of machines, instruments and equipment to be used; to select, control and direct the use of all materials required in the operation of the Health Centre; to schedule the work and services to be provided and performed, and to make, alter and enforce regulations governing the use of materials, equipment and services as may be deemed necessary in the interests of safety and well-being of the Health Centre patients and the public.
- (c) to make, alter and enforce reasonable rules and regulations to be observed by the employees;
- (d) To hire, retire, classify, direct, promote, demote, transfer, discipline, suspend and discharge employees, and to assign employees to shifts and to increase and decrease working forces, provided that a claim of discriminatory retirement, classification, promotion, demotion, discipline or suspension, or a claim by an employee that he or she has been discharged or disciplined without reasonable cause, may become the subject of a grievance and be dealt with as hereinafter provided.

B – 2 The Health Centre will not exercise these rights in a manner inconsistent with the provisions of the current collective agreement.

ARTICLE C – UNION REPRESENTATION

C – 1 With reference to Article 6.04 the number of employees on the negotiating committee shall not be more than four (4).

C – 2 With reference to Article 6.02 (b) the number of employees on the grievance committee shall not be more than four (4).

C – 3 With reference to Article 6.02 (a) there shall be six (6) representatives. The Union will provide a list of names of such representatives to the employer and will maintain that this list is kept updated.

The number of representatives may be varied by mutual consent of the parties.

C – 4 With reference to Article 6.03 (a) the number of employees on the Health Centre Union Committee shall be three (3) (one of whom may be a part-time employee). The number of Health Centre representatives on the Committee shall not exceed the number of Union representatives.

C – 5 With reference to Article 5.06 interviews shall be scheduled during orientation.

C – 6 With reference to Article 9.02 (a) there will be three (3) Union representatives one of whom shall be the Bargaining Unit President or designate and two (2) Health Centre representatives on the Professional Development Committee.

C-7 The Bargaining Unit President will be provided a list of all newly hired nurses, the date they were hired, their start date, the unit and position they were hired into.

The interview between the Bargaining Unit President or designated ONA representative and the newly hired nurse will be scheduled at a mutually agreed upon time during the orientation.

C-8 Local Coordinator Leave

The Hospital agrees to grant leaves of absence, without pay, to nurses elected to the position of Local Coordinator. Subject to reasonable notice, it is understood and agreed that a Local Coordinator shall be granted such leave(s) as she or he may require fulfilling the duties of the position. Such leave will not be unreasonably denied.

ARTICLE D – LEAVES OF ABSENCE

D – 1 With reference to Article 11.02 such leave of absence shall not exceed sixty (60) days in any one (1) year.

Leave of absence for Association business shall be granted pursuant to the following conditions:

1. The leave shall be applied for at least two (2) weeks in advance.
2. No more than two (2) employees shall be granted leave at any one time (but not more than one (1) employee from any one unit).

D – 2 With reference to Article 11.11 (c), the number of employees that may be absent any one time shall be limited to one (1) per unit.

D-3 Professional Development Days

If requested each employee shall be entitled to one (1) pre-approved (7.5 hour) paid professional Development day per calendar year.

ARTICLE E – HOURS OF WORK – SCHEDULING

FOR SCHEDULES OF 7.5 HOUR TOURS

E – 1 No employee shall be scheduled to work more than seven (7) consecutive days.

If an employee is required by the Health Centre to work more than seven (7) consecutive days, she shall receive premium payment in accordance with Article 14.03 for the eighth (8th) and subsequent days worked. Such premium payment will not apply where:

- (a) The eighth (8th) day has been worked by the employee to satisfy specific days off requested.
- (b) Such employee has requested to work the eighth (8th) day;
- (c) The eighth day is worked as a result of an exchange of tours with another employee.

E – 2 No Employee shall be required to work split days or split tours without consent.

E – 3 No less than fifteen and one-half (15½) hours between the working tours of an employee will be scheduled within their own units. When an employee has worked six (6) or more consecutive nights, she shall receive at least forty-eight (48) hours off following her scheduled night duty. If an employee works:

- (a) with less than fifteen and one-half (15.5) hours off between working tours, or,
- (b) with less than forty-eight (48) hours off following six (6) or more consecutive night tours;

She shall receive premium payment in accordance with Article 14.03 for the first tour worked.

A shorter period of time between changes of tour may be scheduled by mutual consent in which case no premium payment will apply.

E – 4 Employees working on a rotating basis shall get sharing days, evenings and nights as scheduled within their own units. The Health Centre will endeavour to avoid the scheduling of more than one (1) tour change in a week except by request of or agreement by the employee.

An employee may request permanent evening or night tour work and such request shall not be unreasonably denied. It is understood that the Health Centre

may require the employee to rotate on other tours for six (6) weeks in each six (6) month period not to exceed eight (8) weeks per year for the purposes of professional development, observation and evaluation. When the employee's request is refused the employee and the Bargaining Unit President will be advised of the reason.

E – 5 With reference to Article 13.01 (b), the relief periods may be taken off the unit in a place so provided.

E – 6 The Health Centre shall schedule on the basis of granting an employee at least one weekend off in two (2). When an employee is required to work on the second successive weekend she shall be paid time and one-half (1½) of her regular straight time hourly rate for the regular hours so worked. This overtime payment shall apply for every subsequent weekend worked until the weekend off is scheduled. This overtime payment will not apply where

- (i) a weekend has been worked by the employee to satisfy specific days off requested by such employee
- (ii) such an employee has requested weekend work
- (iii) a weekend is worked as the result of an exchange of tours with another employee.

E – 7 A weekend shall be defined as fifty-five and three quarters (55 3/4) hours off work during the period following the completion of the Friday day tour until the commencement of the Monday day tour.

E – 8 Scheduled hours of work and days off shall be posted at least two (2) weeks in advance and shall cover a six (6) week period. Requests for specific days off must be submitted in writing at least two (2) weeks prior to the date for the posting of the schedule.

Requests for change in posted time schedules must be submitted to the Nurse Manager for approval. Such requests must be in writing and co-signed by the employee willing to exchange days or tours. Such request will require the signed approval of the Nurse Manager or designate.

Such change in a tour of duty initiated by an employee and approved by the Nurse Manager shall not result in premium or overtime payment to any of the employees affected by such change.

Approval of such requests shall not be unreasonably withheld.

E – 9 The tours of any day shall be considered to be those tours in which the majority of the hours fall between 0001 and 2400 hours.

E – 10 The Health Centre will divide standby duty equally among qualified employees. Employees may exchange standby duty with the approval of the Nurse Manager.

E – 11 Scheduling regulations may be waived between December 15th and January 15th so that all employees will receive five (5) consecutive days off at either Christmas or New Year's. Time off at Christmas and New Year's shall include December 24 (following completion of day shift) 25 and 26 and time off at New Year's shall include December 31 (following completion of the day shift) and January 1. The

Health Centre will endeavour to schedule more than five (5) consecutive days off in the case of an individual employee. In the event that an employee receives less than five (5) consecutive days as above, she will be paid premium payment in accordance with Article 14.03 for the first tour so worked.

In developing the Christmas/New Year's schedules, the Health Centre will review prior year's schedules with a view to ensuring that there is an equitable distribution of Christmas and New Year's periods amongst the employees from year to year.

The Health Centre will endeavour that no employee will be required to work two (2) consecutive Christmases or New Years.

Where there is a conflict seniority will be the deciding factor.

Request by Employees to work consecutive Christmases or New Year's will not be unreasonably denied.

E – 12 With reference to Article 14.09 (Full-Time) equivalent time off shall be taken on a mutually agreed upon basis between the employee and the Health Centre. The period for taking equivalent time off shall be ninety (90) days.

E – 13 When an employee is scheduled to work on a Saturday and Sunday, and the Friday or the Monday is a paid holiday, the Health Centre will endeavour to schedule the employee to work the holiday in conjunction with the Saturday and Sunday, unless mutually agreed otherwise. Where an employee is scheduled off on a Saturday and Sunday and the Friday or Monday is a paid holiday, the Health Centre will endeavour to schedule the employee off on the Holiday in conjunction with the Saturday and Sunday, unless mutually agreed otherwise.

E-14 Employees who will be absent from work due to illness or injury must provide to the Health Centre notice of two (2) hours for day shift and four (4) hours for evening and night shift except in extenuating circumstances.

E-15 REGULAR PART TIME COMMITMENT

With reference to Article 2.04, a regular part-time employee's commitment to be available for work if required by the Health Centre will include:

- (a) available twelve (12) months of the year less the employee's vacation entitlement;
- (b) available two (2) weekends in a four (4) week period;
- (c) available at least five (5) scheduled tours in a two (2) week period;
- (d) available either the Christmas period or the New Year's period plus five (5) of the remaining paid holidays, two (2) of which must be between May 15 and September 15.

- (e) available all three (3) shifts (days, evenings, and nights). This does not apply to regular part-time employees who currently do not have to be available all three (3) shifts.
- (f) available for standby tours if area worked requires this.
- (g) For extended tour employees: Available at least twelve (12) scheduled tours in a six (6) week period.

E – 16 All regular part-time employees in a unit will be scheduled up to their committed hours by seniority before any casual part-time employees are utilized.

Before the schedule is posted and after regular part-time employees on the unit have been given the opportunity to work up to their commitment, the Health Centre will offer additional tours to regular part-time employees on the unit on an equitable basis starting with the most senior employee, prior to offering tours to casual employees.

After the schedule is posted and after regular part-time employees on the unit have been given the opportunity to work up to their commitment, the Health Centre will offer additional tours to regular part-time employees on the unit on the basis of seniority, prior to offering tours to casual employees. The above paragraphs are subject to the following:

- (a) Employees who wish to be considered for additional tours must indicate their availability in accordance with the availability system.
- (b) A tour will be deemed to be offered whenever a call is placed;
- (c) It is understood that the Health Centre will not be required to offer tours which would result in overtime premium pay where there is an ONA member available at straight time pay and has declared their interest in writing and is qualified to perform the work available.
- (d) When a regular part-time employee accepts an additional tour, she/he must report for the tour unless arrangements satisfactory to the Health Centre are made;
- (e) Provided they are qualified, employees may submit their availability to work additional tours to more than one unit provided the availability system is followed.

E – 17 For purposes of Article 14.10, the evening shift shall be defined as 1500 hours to 2300 hours, and the night shift shall be defined as 2300 hours to 0700 hours.

E – 18 Any and all known overtime shifts, including shifts where no ONA member is available at straight time pay will be offered at premium pay on an equitable basis in accordance with seniority on the unit on the following basis

- (i) to part time on the unit
- (ii) full time on the unit

- (iii) other units where the employee is qualified to work on that unit and the employee has expressed interest in working on that unit, part time first then full time
- (iv) premium shifts/hours will not be offered such that an employee would work more than sixteen (16) consecutive hours.

E – 19 No regular part-time employee will be scheduled to work solely on tours which are comprised of less than seven and one-half (7.5) hours in any pay period except where such arrangements are agreed to by the employee.

The Health Centre will endeavour to keep the number of tours comprised of less than seven and one-half (7.5) to a reasonable level.

E-20 Casual Commitment

Casual employees are required to submit their availability/non-availability for work for each six (6) week work schedule. Should a casual employee fail to submit their availability/non-availability for three (3) consecutive work schedules, a meeting will be arranged to review the employee's continued interest in remaining employed as a casual employee.

ARTICLE F – EXTENDED TOURS

F – 1 A longer daily tour (extended tour) shall be introduced into any unit when:

- (a) Eighty percent (80%) of the employees in the unit so indicate by secret ballot; and;
- (b) The Health Centre agrees to implement the compressed work week; such agreement shall not be withheld in an unreasonably arbitrary manner.

F – 2 A longer daily tour (extended tour) may be discontinued in any unit when:

- (a) more than fifty percent (50%) of the employees in the unit so indicate by secret ballot; or
- (b) The Health Centre because of:
 - i) adverse effects on patient care;
 - ii) inability to provide a workable staffing schedule;
 - iii) where the Health Centre wishes to do so for other reasons which are neither unreasonable nor arbitrary, states its intentions to discontinue the longer daily tour (extended tour) in the schedule.

F – 3 When notice of discontinuation is given by either party in accordance with paragraph (2) above, then:

- (a) the parties shall meet within two (2) weeks of the giving notice to review the request for discontinuation; and
- (b) where it is determined that the compressed work week will be discontinued, affected employees shall be given sixty (60) days notice before the schedules are so amended.

F-4

Scheduling

The following scheduling provisions shall apply to all employees working extended tours as follows:

- (a) No more than three (3) consecutive extended tours shall be scheduled. Should an employee work more than three (3) consecutive extended tours, she/he shall be paid in accordance with Article 14.03 for all hours worked on a fourth and subsequent tour until she/he receives a day off.
- (b) At least eleven and one-quarter (11.25) hours time off will be scheduled between shifts. Should an employee work with less than eleven and one-quarter (11.25) hours off between tours, she/he shall be paid in accordance with Article 14.03 for all hours worked on her/his next scheduled shift.
- (c) A weekend is defined as a minimum of five (5) consecutive extended tours off, sixty (60) hours, which shall commence no later than 1930 hours Friday. It is understood that employees will not be required to report back to work from a regularly scheduled weekend off prior to 0700 hours Monday.
- (d) The Health Centre will not schedule split shifts.

An employee will not be required to change tours of duty more than once during a week.

- (e) At least forty-eight (48) consecutive hours off shall be scheduled following night tour. A shorter period of time between changes may be agreed upon by mutual consent. Should an employee work with less than forty-eight (48) consecutive hours off following a night tour she/he shall be paid in accordance with Article 14.03 for all hours worked on her/his next scheduled shift.
- (f) The Health Centre will provide at least every second [2nd] weekend off.
- (g) If an employee is required to work on a second [2nd] consecutive and subsequent weekend, she/he will receive premium payment as defined in the Collective Agreement, for all hours worked on that weekend and subsequent weekends, until a weekend is scheduled off, save and except where:
 - i) Such weekend has been worked by the employee to satisfy specific days off requested by such employee;

- ii) Such Employee has requested weekend work; or
- iii) Such weekend is worked as a result of an exchange with another employee.

F-5 Reassignment of staff in accordance with 10.08

If the Hospital has determined that a reassignment of a nurse is necessary in a Unit, regardless of the number of hours of reassignment on that shift, the following will apply in accordance with Article 10.08 (a):

- (a) Nurses on the unit on the shift to be reassigned will be asked if anyone is interested in volunteering for the reassignment. If only one nurse volunteers, she will be reassigned. If more than one nurse volunteers for reassignment, the senior nurse on the Unit volunteering will be reassigned. Reassignment is subject to (c) below.
- (b) If no nurses on the Unit on the shift to be reassigned have volunteered for reassignment, then the most junior nurse (casual nurses to be reassigned first, then part time, shall be combined seniority.) A Full-time nurse would only be reassigned on rotational basis in extenuating circumstances.
- (c) In accordance with Article 10.07 (g) of the Collective Agreement, it is understood that nurses who volunteer or who are designated for reassignment, will only be reassigned if they are qualified to perform the available work in the Unit or area where the reassignment is to occur. If the nurse who volunteers or who is the most junior on the Unit is not qualified to perform the available work in the Unit or areas where the reassignment is to occur, then the next volunteer (if any) or the next most junior based on rotation will be designated for reassignment.
- (d) This rotation will be based on the duration of time since the nurse was last reassigned or volunteered for reassignment. Rotation will also be based on combined seniority of all part-time nurses and casual nurses in the unit per the current posted seniority list.
- (e) Each unit will develop a method of documenting reassignments.
- (f)
 - (i) Nurses who are mentoring or involved in orientation will not be reassigned for the shift where reassignment is necessary.
 - (ii) Nurses who are assigned as charge nurse will not be reassigned for that shift.
- (g) If a nurse has been called in for a shift, and then the unit is in a reassignment position, prior to commencement of her/his shift, the nurse called in will have the option to go home, if she/he chooses to do so.

ARTICLE G – PAID HOLIDAYS

G – 1 With reference to Article 15.01 the twelve (12) paid holidays are:

New Year's Day	Civic Holiday
Family Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	2 nd Monday in November
Victoria Day	Christmas Day
Canada Day	Boxing Day

G – 2 With reference to Article 15.05 the lieu day off shall be granted within sixty (60) calendar days of the holiday. Such days off shall be scheduled by mutual agreement of the Employee and the Health Centre. The Health Centre will endeavour to schedule such days off with a weekend off, where the Employee has so requested.

G – 3 With reference to Article 15.04 (a), lieu day off shall be given on a day arranged between the Health Centre and the employee.

G – 4 Notwithstanding Article E-10, when an employee working extended tours works on a paid holiday he/she will be paid time and one-half (1 ½) for the actual hours he/she worked on the holiday.

ARTICLE H – VACATIONS

H – 1 For the purposes of calculating vacations and eligibility the fiscal year shall be from May 1st of any year to April 30th of the following year.

H – 2 With respect to a three (3) week entitlement, such vacation shall begin or end with a weekend.

H – 3 With respect to a four (4) week entitlement, the first three (3) weeks of vacation shall be allotted to an employee on a concurrent basis. The fourth [4th] week of vacation will be allotted to an employee at a mutually acceptable time to the employee and the Health Centre.

H – 4 With respect to a five (5) week entitlement, the first three (3) weeks of vacation shall be allotted to an employee on a concurrent basis. The fourth [4th] and fifth [5th] week of vacation will be allotted to an employee at a mutually acceptable time to the employee and the Health Centre.

H – 5 With respect to a six (6) week or seven (7) week entitlement, the employee may request four (4) weeks of her/his vacation entitlement be allotted on a concurrent basis, except during the months of June, July and August. The remaining weeks of vacation entitlement will be allotted to an employee at a mutually acceptable time to the employee and the Health Centre.

H – 6 Part-time employees will receive vacation pay on each pay.

- H - 7 An employee may request one (1) week of her/his vacation entitlement to begin and end with complete weekends off. Such request will be approved once each year. For all other vacation requests the Health Centre shall endeavour to schedule such vacation to begin and end with complete weekends off unless requested otherwise by the employee.
- H-8 Reasonable vacation quotas will be established by the Health Centre and will include only members of this bargaining unit. Vacation quotas for full-time and part-time nurses will be separate.
- H -9 Vacations may be taken at any time during the calendar year that the particular qualifying date, April 30th, occurs subject to needs of efficient operations of the Health Centre. Employees with the greater length of service with the Health Centre will have the first choice of vacation dates, provided that they indicate their preference to the Health Centre before March 15th in order that the vacation schedule may be posted by April 1st. However, an employee may exercise her seniority rights on a once only basis during each vacation year. Vacations shall not accumulate from year to year.

ARTICLE I – GENERAL

- I – 1 The Health Centre shall provide bulletin boards for the use of the Union in posting notices of the Union to its members. Such notices must have the approval of the Bargaining Unit President, or her/his designate, prior to such posting.
- I – 2 With reference to Article 10.02, seniority lists will be given to the Bargaining Unit President by January 31st and July 31st of each year.
- I-3 The Bargaining Unit President will be provided with a list each month identifying all ONA members who are on Leave, LTD, WSIB.

ARTICLE J – JOB SHARING

- J – 1 If the Health Centre agrees to a job-sharing arrangement pursuant to Article 20.01 of the Central agreement, the following conditions shall apply unless otherwise agreed by the parties;
- (a) Job sharing requests with regard to full-time positions shall be considered on an individual basis.
 - (b) Total hours worked by the job sharers shall equal one (1) full-time position. The division of these hours on the schedule shall be determined by mutual agreement between the two (2) employees and the Nurse Manager of the Unit.
 - (c) The above schedules shall conform with the full time scheduling provisions of the Collective Agreement.

- (d) Each job sharer may exchange shifts with her partner, as well as with other employees as provided by the Collective Agreement.
- (e) The job sharers involved will have the right to determine which partner works on scheduled paid holidays and job sharers shall only be required to work the number of paid holidays that a full-time employee would be required to work.
- (f)
 - i) It is expected that in the event that a job share partner is off for an incidental illness the job sharer will first contact their partner to request that their partner cover their shift. If the partner cannot cover the shift, then the job sharer will contact the Health Centre to book coverage.
 - ii) It is understood that job sharers will cover each others' vacation except in extenuating circumstances. Therefore, job sharers will not be included in the overall unit vacation quotas. In the Event that the job share partner is unable to cover their partner's vacation, they will then become part of the unit vacation quotas.
- (g) In the event that one member of the job sharing arrangement goes on any leave pursuant to Article 11, the coverage will be negotiated with the Nurse Manager, but it is hoped that the remaining member of the position would be prepared to cover the leave of absence as much as possible.
- (h) Where the job sharing arrangement arises out of the filling of a vacant full-time position, both job sharing positions will be posted and selection will be based on the criteria set out in the Collective Agreement.
- (i) Any incumbent full-time employee wishes to share her position, may do so without having her half of the position posted. The other half of the job sharing position will be posted and selection will be made on the criteria set out in the Collective Agreement.
- (j) If one of the job sharers leaves the arrangement, her position will be posted. If there is no successful applicant to the position, the shared position must revert to a full-time position. The remaining employee will have the option of continuing the full-time position or reverting to a part-time position for which she is qualified. If she does not continue full-time, the position must be posted in accordance with the Collective Agreement.

Either party may discontinue the job sharing arrangement with ninety (90) days notice. Upon receipt of such notice, a meeting shall be held between the parties within fifteen (15) days to discuss the discontinuation. It is understood and agreed that such discontinuation shall not be unreasonable or arbitrary.

ARTICLE K- Eligibility for Mentorship

The Employer will provide, on a regular basis, all nurses with the opportunity to indicate their interest, in writing, to assume a mentorship role. Application forms will be available on each of the units. It is understood that the Mentors may be required to attend training.

In selecting a Mentor, the Director/designate will take into account the following skills and experience:

- i) Demonstrated, relevant clinical experience
- ii) Understanding of adult learning principles
- iii) Sound knowledge base
- iv) Effective communication skills
- v) Critical thinking and problem-solving skills
- vi) Willingness and ability to share knowledge and skills
- vii) Demonstrated leadership abilities

The Director/designate, in consultation with the Educator (if applicable), will select and assign the Mentor for a given mentoring relationship. The Mentor will be expected to provide feedback and evaluations.

The Mentor will be paid according to Article 9.08 (c).

ARTICLE L – WORKPLACE SAFETY & INSURANCE BOARD AND DISABILITY

- L – 1 The Health Centre will notify the Bargaining Unit President on a monthly basis of the names of all employees who go off work due to a work related injury or when an employee goes on L.T.D.
- L – 2 When it has been medically determined that an employee is unable to return to the full duties of her position due to a disability, the Health Centre will notify and meet with a staff representative of the Ontario Nurses' Association and the Bargaining Unit President or designate to discuss the circumstances surrounding the employee's return to suitable work.
- L – 3 The Health Centre agrees to provide the employee and the Union with a copy of the Workplace Safety and Insurance Board (WSIB) Form 7 within twenty-four (24) hours of it being sent to WSIB.

ARTICLE M – MISCELLANEOUS

- M – 1 The Health Centre will investigate and consider reimbursement to the employee for damages caused to eyeglasses, uniforms and/or personal clothing, as a result of being assaulted while performing her/his work.

The Health Centre will inform the Bargaining Unit President or designate within three (3) days of any employee who has been assaulted while performing her/his work.

SIGNING PAGE

Signed at Guelph, Ontario this 23 day of October, 2008.

FOR THE HEALTH CENTRE

[Signature]

[Signature]

[Signature]

FOR THE UNION

[Signature] LPO

Walter R. Brown BUP

[Signature]

[Signature]

LETTER OF UNDERSTANDING

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)**
[hereinafter referred to as the "Health Centre"]

And:

ONTARIO NURSES ASSOCIATION
[hereinafter referred to as the "Union"]

Re: Paid Parking

The Health Centre will continue its policy of paid parking which is currently on the basis of the following rates:


One dollar and seventy-five cents (\$1.75) per day

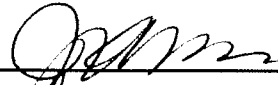
Or


Sixteen dollars and eighty-five cents (\$16.00) every two (2) weeks.

Prior to any changes in this practice the proposed changes will be discussed at a Union/Employer Committee. In the event the Employer changes the rates; the Union has the right to grieve.

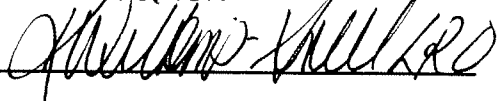
FOR THE HEALTH CENTRE

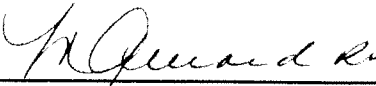


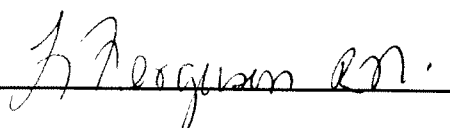




FOR THE UNION



Lise R. Andre BUP




LETTER OF AGREEMENT

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)**
[hereinafter referred to as the "Health Centre"]

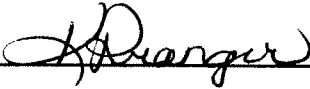
And:


ONTARIO NURSES' ASSOCIATION
[hereinafter referred to as the "Union"]

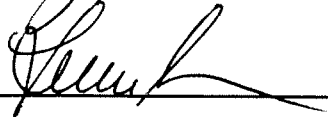
Re: With Reference to Article E-Hours of Work-Scheduling

The parties agree that any requests to self schedule should be forwarded to the Health Centre Labour Management Committee. If the Health Centre agrees to a self scheduling arrangement, the introduction or discontinuation will be discussed at the Health Centre Labour Management Committee.


FOR THE HEALTH CENTRE



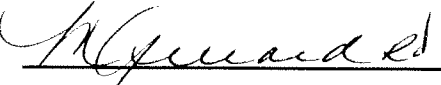


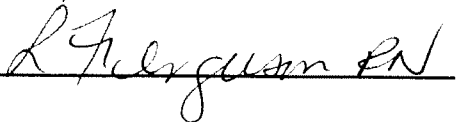


FOR THE UNION



Lorne R. Anzore B.U.P.





LETTER OF UNDERSTANDING

Between:

ST. JOSEPH'S HEALTH CENTRE, GUELPH
[hereinafter referred to as the "Health Centre"]


And:


ONTARIO NURSES' ASSOCIATION
[hereinafter referred to as the "Union"]


Re: Scheduling Committee

The Parties agree to establish an Ad Hoc Scheduling Committee to develop some reasonable rules concerning Job Share scheduling (trading of shifts, extent of partners responsibility to cover, etc.). The Committee which will have two (2) Union representatives and two (2) Health Centre representatives will review the issues and make recommendations to the parties for their consideration.

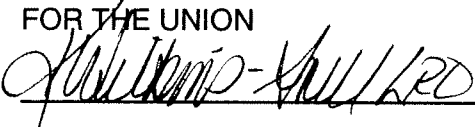
FOR THE HEALTH CENTRE



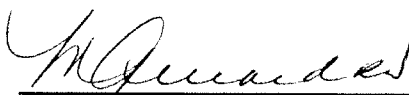


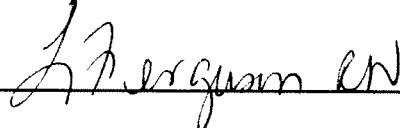


FOR THE UNION



Wah R. Arora BUB





LETTER OF UNDERSTANDING

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)**
[hereinafter referred to as the "Health Centre"]

And:

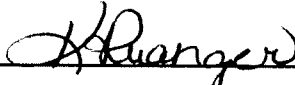
ONTARIO NURSES ASSOCIATION
[hereinafter referred to as the "Union"]

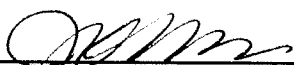
Re: Meetings-Bargaining Unit President

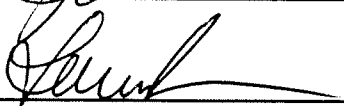
The parties agree to hold meetings as set out in the Collective Agreement when operationally feasible during the normal working hours of the Bargaining Unit President.

The Bargaining Unit President shall be granted leave of absence with pay for three (3) seven and one half hour (7.5) days per year to attend to Union business. These days shall be mutually agreed between the Bargaining Unit President and her/his Manager.

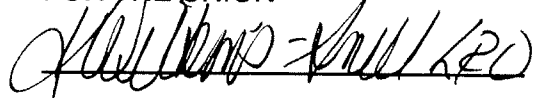
FOR THE HEALTH CENTRE




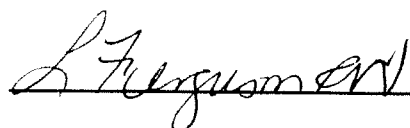




FOR THE UNION



Whe R. Assoc BUB




LETTER OF UNDERSTANDING

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)**
[hereinafter referred to as the "Health Centre"]


And:

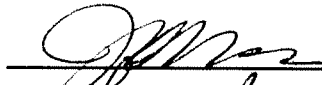
ONTARIO NURSES ASSOCIATION
[hereinafter referred to as the "Union"]

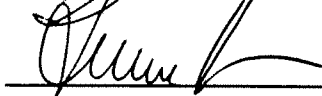
Further to discussions at negotiations the parties shall, at either party's request, convene a meeting to discuss the Price Waterhouse study.

In the event that the current Registered Nurses complement cannot be maintained this will be discussed in advance with representatives of the Ontario Nurses' Association.

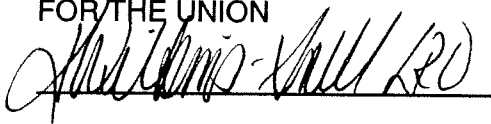
FOR THE HEALTH CENTRE



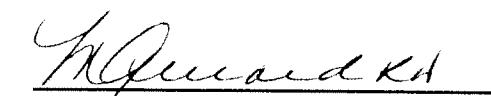


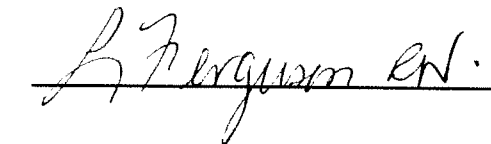


FOR THE UNION



Walter R. Arose BUP





LETTER OF UNDERSTANDING

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)
[hereinafter referred to as the "Health Centre"]**

And:

**ONTARIO NURSES ASSOCIATION
[hereinafter referred to as the "Union"]**

Re: Float Nurse – Full and Part Time Positions

- (a) The Health Centre, at its discretion, will create and post full-time and part-time Float Nurse positions with the hours worked in the Health Centre.
- (b) The Health Centre will schedule this position in accordance with the full-time or part-time scheduling provisions (whichever is applicable) and these positions will be considered full-time or part-time (whichever is applicable) for all other purposes under the Collective Agreement. For the purposes of scheduling the Unit will be defined as the Health Centre.
- (c) The incumbent will receive appropriate orientation to each area before being scheduled to another area. Exceptions will include in extenuating circumstances when a Float Nurse is floated to a different area when needed prior to their appropriate orientation. The parties will follow the reassignment guidelines.
- (d) The Health Centre will determine the appropriate Manager to which the Float Pool will report, and will advise the Bargaining Unit President who the reporting Manager will be, and the Health Centre will inform the Bargaining Unit President of any change to the assigned Manager.
- (e) The Float Nurse will be assigned to their own vacation group. The same will apply to statutory holidays.
- (f) Float Nurses will be placed on a call-in list in order of their seniority as a group. This list will be utilized by the unit who is calling in staff for additional shifts only after staff on that unit have been offered the shifts unless overtime is incurred for unit staff, then the Float Pool will be offered the shift first.
- (g) The parties agree to review any ongoing issues that arise out of the development of this position.
- (h) Cancellation of single or partial shifts shall be in accordance with Article 10.08 and 10.09.

FOR THE HEALTH CENTRE

A. Reagen

MM

Stunt

FOR THE UNION

William - Spill

Walter B. Brown BUP

M. Guadalupe

L. Ferguson RN

LETTER OF UNDERSTANDING

Between:

**ST. JOSEPH'S HEALTH CENTRE, GUELPH
(HEALTH CENTRE)
[hereinafter referred to as the "Health Centre"]**


And:


**ONTARIO NURSES ASSOCIATION
[hereinafter referred to as the "Union"]**


Re: Workplace Violence and Harassment

In recognition of the seriousness of violence and harassment in the workplace the Health Centre has approved policy 16.HR.06 and is committed to ongoing initiatives. This topic will be a standing agenda item for discussion on the Health Centre Association committee meetings (HAC).

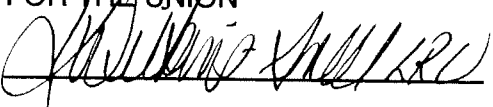
FOR THE HEALTH CENTRE







FOR THE UNION



Walter R. Anzures B.O.P.

