



## Summary of 2018 Tentative Contract Agreement

Contract Article	Tentative Agreement
Wage	<ul style="list-style-type: none"> <li>• <b>2.5 % merit increase in July 2019</b></li> <li>• <b>PD to receive percentage increase</b></li> <li>• <b>No max wage</b></li> <li>• <b>Performance Improvement staff \$2.00 increase in pay. New pay scale. They will be exempt from OT laws</b></li> <li>• New hires must be employed by Oct 1 to receive increase new year.</li> <li>• Premium compensation rate paid on hours worked.</li> </ul>
Exempt staff (Performance Improvement staff)	<ul style="list-style-type: none"> <li>• 60 days to take comp time. No pay out on comp time.</li> <li>• May use their time in hourly increments when on intermittent leave.</li> </ul>
Contract Duration	<b>July 31, 2018-May 31, 2020 at 7am</b>
Health Insurance	<ul style="list-style-type: none"> <li>• <b>Decrease in premiums, co-pays and deductible.</b></li> <li>• Some increases in Rx costs.</li> <li>• <b>More Rx covered under formulary.</b></li> <li>• <b>No Out of Network Charges for emergency or inpatient services at HMH facility.</b></li> <li>• <b>In-Network available at Inner Circle level if Inner Circle provider available.</b></li> <li>• <b>Out of Network available at In-Network level if no In Network provider available.</b></li> <li>• <b>In-Network PCP/Specialist may be used at Inner Circle level if no Inner Circle PCP/Specialist available within 50 miles then.</b></li> <li>• <b>Staff may obtain second opinion from In-Network provider at Inner Circle level if only one Inner Circle provider.</b></li> <li>• <b>100% lab coverage at HMH and NJ LabCorp facilities.</b></li> </ul>



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	<ul style="list-style-type: none"> <li>• <b>MedEx machines to be installed at SOMC to allow greater access to medications</b></li> <li>• See list of improvements in health benefits attached</li> </ul>
Implementation Date	<ul style="list-style-type: none"> <li>• April 1, 2019 is the implementation date for the following benefits             <ul style="list-style-type: none"> <li>○ Holidays</li> <li>○ PTO</li> <li>○ ESL</li> <li>○ Absenteeism and lateness policy</li> <li>○ Discipline</li> <li>○ Premium Compensation on hours worked</li> </ul> </li> </ul>
Holidays	<ul style="list-style-type: none"> <li>• <b>All staff working the day of a holiday to receive 1.5x for all hours worked on holiday.</b></li> <li>• <b>Increase in holiday hours for PT staff</b></li> <li>• <b>Holidays hours may be used before or after the holiday at anytime during the year.</b></li> <li>• Carry over Christmas into the new year.</li> <li>• See attachment.</li> </ul>
PTO	<ul style="list-style-type: none"> <li>• Staff accrues PTO based on their standard weekly hours. All PTO for the year is loaded up front. See attached chart for PTO annual accruals</li> <li>• All existing PTO hours shall be placed in frozen bank as of April 1, 2019. See chart</li> <li>• You may use PTO from either bank.</li> <li>• FT staff shall have 72 hours carry over to following year. See chart.</li> <li>• <b>Repeated denials may request coverage from RN in OT</b></li> <li>• <b>Repeated denials may request PTO hours be carried over to next year.</b></li> <li>• Full wages paid for all PTO hours</li> <li>• PT non-benefit eligible (Status 3) shall receive ESL for use at anytime.</li> <li>• New Hires accrue PTO on their 91<sup>st</sup> day.</li> <li>• PTO accrual while on leave for 30 days only.</li> </ul>



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	<ul style="list-style-type: none"> <li>• <b>Union and Employer to meet in October 2019 to review status of PTO usage and denials.</b></li> </ul>
ESL	<ul style="list-style-type: none"> <li>• <b>.03333 accrual per hour</b></li> <li>• 40 hour max per year</li> <li>• PT non benefit eligible accrue ESL</li> <li>• 400 hour max accrual</li> <li>• <b>Earned Sick Leave Law</b></li> <li>• <b>HMH supplements state disability benefits to a max of 66 2/3% of income.</b></li> </ul>
Bereavement	<ul style="list-style-type: none"> <li>• <b>3 days leave for loss of grandchild, grandparent, step-mother, step-father, brother in law, sister in law</b></li> </ul>
Retirement	<ul style="list-style-type: none"> <li>• <b>1.5% employer contribution on 401k</b></li> <li>• <b>Auto enrollment</b></li> <li>• <b>Auto escalation</b></li> <li>• <b>100% matching on first 2%, 50% matching on next 3%</b></li> <li>• <b>1000 hour eligibility</b></li> <li>• <b>Eligible retirees in 2019 shall receive employer matches</b></li> </ul>
Staffing at SOMC	<ul style="list-style-type: none"> <li>• <b>14 new positions in various departments</b></li> <li>• Clinical coordinators will be counted in staffing numbers</li> </ul>
Flexing	<ul style="list-style-type: none"> <li>• <b>No flexing in regular shift</b></li> <li>• Volunteers shall not receive flex pay. Manager initiated flexing is not volunteering</li> </ul>
Cancelation in regular shift	<ul style="list-style-type: none"> <li>• <b>No cancelation in regular shift</b></li> </ul>
Cancelation in extra shift	<ul style="list-style-type: none"> <li>• By mutual agreement, staff may be asked to come in later in shift in lieu of cancelation.</li> </ul>



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PD	<ul style="list-style-type: none"> <li><b>PD who convert to FT or PT will have all RN experience counted on wage scale.</b></li> <li><b>NO cap on PD hours. Union to bargain over PD cap in April 2019</b></li> <li><b>New FT and PT positions created in the first quarter of 2019 will be given to PD on a right of first refusal. This will end on April 30, 2019.</b></li> <li>RN's are not allowed to use PD coverage for summer vacations until all RN's have two weeks off</li> <li>PD must complete required hours in their home unit</li> <li>120 days probation for new hires</li> </ul>
Floating	<ul style="list-style-type: none"> <li><b>No floating of new hires with less than one year experience</b></li> </ul>
Medical mission	<ul style="list-style-type: none"> <li><b>All staff eligible to take 1 week leave to participate in medical mission</b></li> </ul>
Inclement weather	<ul style="list-style-type: none"> <li><b>When inclement weather impairs transportation, pay shall not be docked as long as 2/3 of shift worked.</b></li> </ul>
Call Outs	<ul style="list-style-type: none"> <li><b>All FT and PT staff eligible to take time off for illness, injury, family illness, doctors appointment or to attend meeting with child's teacher and shall not be disciplined for calling out as per the NJ Earned Sick Leave Act.</b></li> <li><b>3 occurrences of call outs (up to 2 days is one occurrence) shall receive level 1 discipline except for call outs covered under the Earned Sick Leave Act</b></li> <li><b>6 or more instances of lateness of 5 minutes or more shall receive a level 1 discipline.</b></li> </ul>
Layoffs and Severance	<ul style="list-style-type: none"> <li>1 week severance per year service up to 12 weeks.</li> <li>Current employees with 25 + years receive 1 week for every year of service.</li> </ul>

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Preceptor Class	<ul style="list-style-type: none"><li><b>Preceptor class shall include training in expectations and documentation</b></li></ul>
Termination	<ul style="list-style-type: none"><li><b>3 weeks' notice to receive payout of holiday and PTO banks (frozen and annual)</b></li></ul>
Tuition Reimbursement	<ul style="list-style-type: none"><li>Current Staff enrolled in Tuition Program will be subject to current plan.</li></ul>
Discipline and Discharge	<ul style="list-style-type: none"><li>3<sup>rd</sup> level 1 may result in suspension</li></ul>
Flu Vaccine	<ul style="list-style-type: none"><li>All staff must get Flu vaccine, unless medical or religious accommodation</li></ul>
Educational seminars and conferences	<ul style="list-style-type: none"><li>Can be paid in advance but proof of credits required after the fact.</li></ul>
Work Breaks	<ul style="list-style-type: none"><li><b>Two 15 minute work breaks for 12 hour shifts</b></li></ul>
Self Scheduling	<ul style="list-style-type: none"><li><b>All bargaining unit employees will be able to self schedule at the same time.</b></li></ul>