

Agreement between SEIU Healthcare 1199NW
& St. Joseph Medical Center

**St. Joseph Medical Center
2023–2028 Contract
Service Bargaining Unit**

2023 - 2028

AGREEMENT

between

ST. JOSEPH MEDICAL CENTER

and

SEIU HEALTHCARE 1199NW

(Service Unit Employees)

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2023-2028

EMPLOYMENT AGREEMENT

By and Between

ST. JOSEPH MEDICAL CENTER

Tacoma, Washington

and

SEIU HEALTHCARE 1199NW

Service Unit

PREAMBLE

This Agreement is made and entered into between St. Joseph Medical Center, Tacoma, Washington, hereinafter referred to as the "Employer," and the SEIU Healthcare 1199NW, hereinafter referred to as the "Union". The purpose of this Agreement is to set forth the understandings reached between the parties with respect to wages, hours of work and conditions of employment.

ARTICLE 1 - RECOGNITION

The Employer recognizes the Union as the exclusive bargaining representative for all employees as certified by the National Labor Relations Board, Case Nos. 19-RC-8213, 19-RC-10163, and 19-RC-11166, employed in job classifications set forth in Appendix "A," excluding all employees represented by other collective bargaining agents, all office and clerical employees including admitting clerks, all professional-technical employees, all confidential employees, guards and supervisors as defined in the Act.

ARTICLE 2 - MANAGEMENT RIGHTS

The Union recognizes that the Employer has the obligation of serving the public with the highest quality of medical care, efficiently and economically, and/or meeting medical emergencies. The Union further recognizes the right of the Employer to operate and manage the Medical Center including but not limited to the right to require standards of performance and to maintain order and efficiency; to direct employees and to determine job assignments and working schedules; to determine the materials and equipment to be used; to implement improved operational methods and procedures; to determine staffing requirements; to determine the kind and location of facilities; to determine whether the whole or any part of the operation shall continue to operate; to select and hire employees; to promote and transfer employees; to discipline, demote or discharge employees for cause; to lay off employees for lack of work; to recall employees; to require reasonable overtime work of employees; and to promulgate rules, regulations and personnel policies, provided that such rights shall not be exercised so as to violate any of the specific provisions of this Agreement.

The parties recognize that the above statement of management responsibilities is for illustrative purposes only and should not be construed as restrictive or interpreted so as to exclude those prerogatives not mentioned which are inherent to the management function. All matters not covered by the language of this Agreement shall be administered by the Employer on a unilateral basis in accordance with such policies and procedures as it from time to time shall determine.

ARTICLE 3 - MEMBERSHIP AND DUES DEDUCTION

3.1 Membership. All employees working under this Agreement who are members of the Union on its effective date and all employees who become members of the Union during their employment shall remain members in good standing for the life of the Agreement. New employees hired on or after the effective date of this Agreement shall be required to join the Union within thirty-one (31) days from the employee's date of hire or, in the alternative, shall pay to the Union an amount of money equivalent to the initiation fee, and each month thereafter, an amount of money equivalent to the regular Union dues as agency fees. Employees who choose not to join the Union or pay agency fees based on a bona fide religious tenet shall pay the same amount of money to a non-religious charity. The Union will accept the receipts as Union dues. Failure to comply with the above conditions shall, upon the written request of the Union, result in the discharge of the employee in accordance with the provisions of this Agreement. Nothing in this Article shall render the Employer liable for payment of any dues or fees to the Union, and the Union's sole recourse for a violation of this Article by an employee is to request termination of such employee.

3.2 Dues Deduction. During the term of this Agreement, the Employer shall deduct dues from the pay of each member of the Union who voluntarily executes a wage assignment authorization form. When filed with the Employer, the authorization form will be honored in accordance with its terms. Deductions will be promptly transmitted to the Union by check payable to its order. Upon issuance and transmission of a check to the Union, the Employer's responsibility shall cease with respect to such deduction. The Union and each employee authorizing the assignment of wages for the payment of Union dues hereby undertake to indemnify and hold the Employer harmless from all claims, demands, suits or other forms of liability that shall arise against the Employer for or on account of any deduction made from the wages of such employee.

3.3 Voluntary Political Action Fund. During the term of this Agreement, the Employer shall deduct the sum specified from the pay of each member of the Union who voluntarily executes a political action contribution wage assignment authorization form that complies with WAC 390-17-100. (See Addendum E.) Each such form shall be provided to the Employer. When filed with the Employer, the authorization form will be honored in accordance with its terms. The amount deducted and a roster of all employees using payroll deduction for voluntary political action contributions will be promptly transmitted to the Union by separate check payable to its order. Upon issuance and transmission of a check to the Union, the Employer's responsibility shall cease with respect to such deductions. The Union and each employee authorizing the assignment of wages for the payment of voluntary political action contributions hereby undertakes to indemnify and hold the Employer harmless from all claims, demands, suits or other forms of liability that may arise against the Employer for or on account of any deduction made from the wages of such employee.

Effective upon ratification all new voluntary Political Action Fund wage authorizations shall be a two dollar (\$2.00) per pay period minimum contribution level for employees who choose to contribute under this paragraph contribution level.

3.3.1 Reimbursement for Reasonable Costs. The parties recognize that the Union is obligated under the Federal Election Campaign Act (FECA) to reimburse St. Joseph Medical Center (SJMC) for the reasonable cost of administering the COPE check off in the parties' Collective Bargaining Agreement. SJMC and the Union agree that one-quarter of one percent (.25%) of all amounts checked off is a reasonable amount to cover SJMC costs of administering the check off. Accordingly, the parties agree that SJMC will retain one-quarter of one percent (.25%) of all amounts deducted pursuant to the COPE check off provision in the parties' Collective Bargaining Agreement to reimburse SJMC for its reasonable costs of administering the check off.

3.4 New Employee Orientation A union delegate/officer or designee may meet with new employees following hospital orientation (on the delegate/officer's unpaid time) to introduce employees to the Union and Union contract. Attendance for the delegate and new employee(s) shall be voluntary and on unpaid time. The Employer will provide a list of bargaining unit attendees, including cell phone and personal emails when known by the Employer, that are scheduled to attend the orientation held by the Employer by the Friday prior to orientation. The employer cannot guarantee the accuracy of the list. The employer will notify the union if the orientation ends significantly earlier than scheduled.

3.4.1 Virtual New Employee Orientation. During the life of this contract, if the Medical Center holds New Employee Orientation virtually, the Medical Center shall provide the Union with a list of new hires every two weeks, including name, employee ID, job title, FTE, address, and home telephone number. In addition, the Union may provide the Employer with an information flyer, or handout concerning a virtual "welcome" meeting that the Employer will share with new bargaining unit employees. The Employer will notify the union 30 days in advance of converting to in-person orientation and section 3.4 applies.

3.5 Bargaining Unit Roster. Upon the signing of this Agreement and monthly thereafter, the Employer shall supply the Union with a roster containing the names, addresses, telephone numbers, department, classification, employee status, date of hire, rate of pay, FTE, gross earnings and employee identification number for all employees covered by this Agreement. The list will be submitted electronically in Excel format.

3.6 Union Delegates. The Union may select Union delegates from among employees in the bargaining unit. The Union delegate will only be recognized by the Employer upon written notification of official designation from the Union. Unless otherwise agreed to by the Employer, the investigation of grievances, attendance at grievance meetings, and other Union business shall be conducted only during the non-working time of both the delegate and the individual employee and shall not interfere with the work of other employees.

3.6.1 Union Delegate Training. The Employer will grant one (1) day of release time once a year for Union Delegates to attend the Union's Delegate training, subject to thirty (30) days advance written notice to the employee's Manager, and subject to staffing and scheduling considerations. With thirty (30) days advance written notice and subject to staffing and scheduling considerations, up to four (4) members of the SEIU Executive Board may request release time to attend Union Executive Board meetings, up to a maximum of ten (10) days each calendar year. Union Delegate Training/Executive Board Meeting time will be taken as PTO unless the employee elects in writing to take the time as unpaid.

3.7 Access to Premises. Duly authorized representatives of the Union shall have access at reasonable times to those areas of the Employer's premises which are open to the general public for the purpose of investigating grievances and contract compliance. Union representatives shall not have access to employee lounges, nursing units or other patient care areas unless advance approval has been obtained from the Human Resources Department. Access to the Employer's premises shall be subject to the same general rules applicable to other non-employees and shall not interfere with or disturb employees in the performance of their work during working hours and shall not interfere with patient care or the normal operation of the Medical Center.

3.8 Bulletin Boards. In addition to existing bulletin boards, space will be made available on a bulletin board designated by the Employer in a non-public area in each department in which employees represented by the Union regularly work. Such boards shall be used for official Union notices. All postings must be initialed and dated by a delegate or union representative or carry the Union logo. A designated Union delegate will have a key to any locked Union bulletin boards. The Union will provide a copy of the posted materials to the Vice President, Human Resources or designee at or prior to the time of posting. The Union agrees to limit the posting of Union materials to the designated bulletin boards.

3.9 Meeting Rooms. In accordance with Medical Center policy, the Union may use designated meeting rooms of the Medical Center for meetings of the bargaining unit, provided sufficient advance request for meeting facilities is made to the designated management coordinator and space is available.

3.10 Negotiations Release Time. Subject to patient care requirements, the Employer will make a good faith effort to provide release time for at least one (1) employee per work area to participate in contract negotiations. Negotiations Release Time will be taken as PTO unless the employee elects in writing to take the time as unpaid. The employee shall be responsible for requesting the time off from his or her supervisor within a reasonable time frame following confirmation of bargaining dates.

ARTICLE 4 - DEFINITIONS

4.1 Full-time Employee. An employee who is regularly scheduled to work forty (40) hours within a seven (7) day period or eighty (80) hours within a fourteen (14) day period, and who has successfully completed the required introductory period.

4.1.1 An employee regularly scheduled to work ten (10) hours per day, four (4) days per week, or seven (7) consecutive days, followed by seven (7) consecutive days off work shall be regarded as a full-time employee.

4.1.2 An employee regularly scheduled to work three (3) twelve (12) hour shifts within a week shall be regarded as a full-time employee.

4.2 Part-time Employee. An employee who is regularly scheduled to work at least sixteen (16) hours per week, but less than forty (40) hours per week or thirty-two (32) hours within a fourteen (14) day period or a twelve (12) hour shift employee who is regularly scheduled to work at least thirty-six (36) hours in a fourteen (14) day period, and who has successfully completed the required introductory period. Subject to skill, competence, ability and availability, additional temporary straight time hours will be made available to part-time employees before supplemental part time and per diem employees are utilized.

4.2.1 Supplemental Part-Time Employee. An employee who works less than sixteen (16) hours per week or thirty-two (32) hours in a fourteen (14) day period on a regularly scheduled basis, or an employee who works on an unscheduled basis and commits to work at least five (5) shifts per month, including one (1) full weekend of two (2) shifts or, in the alternative, work a minimum of three (3) weekend shifts per month. As determined and assigned by the Employer, supplemental part-time employees may be required to work two (2) holidays per calendar year, one of which will be Thanksgiving, Christmas Eve, Christmas Day, or New Year's Day. Upon request, supplemental part-time employees will be scheduled for shifts which are open after regular part-time and full-time employees have been scheduled for their FTE and before per diems are scheduled. Supplemental part-time employees shall accrue seniority for purposes of applying for job openings (5.8).

4.3 Introductory Employee. An employee who has been hired by the Employer on a full-time, part-time or supplemental part-time basis and has been continuously employed by the Employer for less than ninety (90) calendar days. After ninety (90) calendar days of continuous regular status employment, the employee shall be designated as a full-time or part-time employee, unless specifically advised by the Employer of an extended introductory period (not to exceed an additional sixty (60) days), the conditions of which shall be specified in writing. During the introductory period, the Employer retains the right to terminate introductory employees without notice and without recourse to the grievance procedure.

4.4 Temporary Employee. Temporary employees are hired for a definite limited period of time, not to exceed ninety (90) calendar days in length. An example would be vacation relief for a predetermined work schedule or a special project. Temporary employees are not eligible for benefits and longevity steps. In the event a temporary employee assumes a regular status position with no break in service, the employee's employment anniversary date will be established as the beginning of the temporary employment for establishing longevity step wage increases, benefit accrual levels and eligibility periods for health insurance and pension. PTO and EIB benefits shall not be retroactively accrued.

4.5 Per Diem Employee. An employee hired to work on an intermittent basis during any period when additional work requires a temporarily augmented work force. Per diem employees shall not accrue seniority or any benefit compensation. After one (1) year of employment, a per diem employee who has worked more than 832 hours per anniversary year of employment may request supplemental part-time status. Upon request, the status change will be made provided the employee agrees to comply with the commitments set forth in Section 4.2.1. Failure to comply with the supplemental part-time requirements will result in loss of supplemental status and the employee shall revert back to per diem status.

4.5.1 Upon request, but not more frequently than quarterly, the Union will be provided with a list of all per diem staff including their names, hours worked, classification and job title.

4.5.2 Any per diem employee who works on a regularly scheduled basis at least sixteen (16) hours per week averaged over a six (6) month period may request a review of the employee's position to determine whether it should be converted to a regular position and posted. Such requests shall be made in writing by the per diem employee to the manager and will be subject to a good faith review within thirty (30) calendar days. This review shall not apply to per diem employees who are working the hours on a temporary basis to cover vacations, sick calls or leaves of absence, to cover posted, vacant positions or for special projects. If the manager determines the hours are to be posted, the provisions of Article 5.8- Job Openings shall apply. If the manager determines the hours will not be posted, the Union may appeal to the Human Resources Department, which will make the final determination based on the previous history of hours worked and other relevant considerations. Any per diem employee who has applied and been selected for a position will have their introductory period waived if they have worked in the same department and same job classification for six months and worked an average of sixty-four (64) hours per pay period.

4.5.3 Per Diem. A per diem employee must be available a minimum of three (3) scheduled shifts each month, or the equivalent in a six (6) month period at the approval of the Department Manager/Director, as well one (1) of three (3) summer holidays (Memorial Day, Independence Day, or Labor Day) and one (1) of three (3) winter holidays (Thanksgiving Day, Christmas Day, or New Year's Day).

ARTICLE 5 - EMPLOYMENT PRACTICES

5.1 Equal Opportunity. The Employer and Union agree that conditions of employment shall be consistent with applicable State and Federal laws regarding discrimination. The Employer and the Union shall not discriminate on account of an employee's race, creed, color, religion, age, sex, marital status, veteran's status, national origin, citizenship, language, gender expression/identity, genetic information, disability, sexual orientation, or presence of any sensory mental or physical disability, provided that bona fide occupational requirements and the ability to perform the requirements of the job are not thereby waived.

5.2 Notice of Resignation. Employees who have completed the required introductory period shall be required to give at twenty-one (21) days' written notice of resignation. The Employer and the Union encourage employees to give more advance notice so as to further enhance the Employer's chance of keeping a stable staffing pattern. The twenty-one (21) day notice requirement shall not include any vacation without management approval or sick leave without written verification by a physician. The Employer may seek a second opinion at its expense. Failure to give the required written notice shall result in loss of accrued benefits. If the employee does not comply with this notice provision, the employee shall not be eligible for rehire. The Employer will give consideration to extenuating circumstances that make such notice by the employee impossible.

5.3 Direct Deposit of Payroll Checks. The Employer will deposit an employee's earnings each pay period into a bank account designated by the employee. The employee will receive a direct deposit pay stub reflecting number of hours worked, rates of pay, accruals for PTO and net pay deposited to the employee's account.

5.4 Paycheck Errors. In the event the Employer or the employee identifies a paycheck error, each must notify the other in writing within thirty (30) days of the pay error. Verified errors generally will be corrected on the next paycheck and in no event later than thirty (30) days of the date of notification of the error. Employees with an urgent financial need may request an exception to this rule. Neither party will have a responsibility to make any adjustments beyond the notification date.

5.5 Personnel Files. Employees shall have access to their personnel file.

5.6 Employer Meetings. Employees shall be compensated at the applicable rate of pay for all time spent at meetings where attendance is required by the Employer. Employees will be paid a minimum of two (2) hours when coming to the hospital for mandatory meetings on a scheduled day off.

5.7 Health and Safety Committee. The Hospital will maintain a safe and healthful work place in compliance with all Federal, State and local laws applicable to the safety and health of its employees. The Hospital will continue its Safety Committee in accordance with all regulatory requirements. The purpose of this committee shall be to investigate safety and health issues and to advise the Hospital on education and preventative health measures for the work place and its employees. The Committee shall include three (3) bargaining unit employees, not more than one (1) from any department. All bargaining unit employees who serve on the Committee will be appointed by the Union. Employees are encouraged to report any unsafe conditions to their supervisors and the Safety Committee.

5.8 Job Openings. Notices of vacancies in existing positions shall be posted for seven (7) calendar days in advance of filling the position in order to afford current employees the first opportunity to apply. Notice of vacant positions will be posted on the employer website. To be considered for any job openings, an employee must complete and submit an application for transfer through the employer website.

The status of an employee's application will be mailed to the employee. Assistance will be provided to employees to set up and access e-mail accounts in the Human Resources Department. If an employee is accepted for a new position, the employee will be ineligible to apply for another position for a six (6) month period unless agreed to by the employee's supervisor. This six (6) month requirement shall not apply to employees unable to perform a job due to an injury, illness or disability certified by a physician. An employee promoted to a higher paid job classification shall be placed on the new scale at the step which gives the employee a minimum of a three percent (3%) increase.

5.8.1 Qualified applicants from the same department as the vacancy will have priority over other applicants. When a regular job opening occurs within the bargaining unit, seniority with the Employer shall be the determining factor in filling such vacancy, providing skill, competency, ability and prior job performance are not considered to be overriding factors in the opinion of the Employer. Members on the recall roster will have preference over other members for job openings they are qualified for.

5.8.2 For positions not filled based on 5.8.1, qualified bargaining unit applicants will have priority over all other applicants. When a regular job opening occurs within the bargaining unit, seniority with the Employer shall be the determining factor in filling such vacancy, providing skill, competency, ability and prior job performance are not considered to be overriding factors in the opinion of the Employer.

5.9 Discipline and Discharge. No full-time, part-time or supplemental part-time employee shall be disciplined or discharged except for just cause. "Just cause" shall be defined to include the concept of progressive discipline (such as verbal and written reprimands and the possibility of suspension without pay). A copy of all written disciplinary actions shall be given to the employee. Upon request, employees shall sign the written disciplinary action for the sole purpose of acknowledging receipt thereof. Progressive discipline may not be applied when the nature of the offense requires immediate suspension or discharge. An employee may request the attendance of a Union representative during any disciplinary meeting or investigatory meeting which may lead to disciplinary action.

5.10 Job Description. At the time of hire, the Employer shall furnish to the employee a copy of the job description of the employee's job classification. The job description shall be reviewed with the employee by the employee's supervisor during the departmental orientation. The job description shall be reviewed on an annual basis with changes being made where pertinent and reviewed with the employee. The Union shall be provided with copies of any revised job descriptions that have substantial changes in job content.

5.11 Contracting Out. At the time of ratification of this Agreement, it is understood that the Employer has no pending plan to subcontract any bargaining unit work. The Employer agrees to give the Union at least ninety (90) days advance written notice prior to subcontracting work that will result in a layoff of bargaining unit members. The Employer will meet with the Union within two (2) weeks of the written notice to begin good faith discussions related to the subcontracting.

- 5.11.1 The Employer shall meet and confer with the Union and provide relevant information concerning the subcontracting, including but not limited to the reason, need, financial impact (if any), affected work and affected employees, alternatives considered, and other relevant factors as may be requested by the Union.
- 5.11.2 The good faith discussions of options and needs will include but are not limited to Union proposed options and reasonable alternatives that could meet the Employer's primary business needs, and potential options with subcontractors.
- 5.11.3 The discussion regarding subcontracting will conclude within ninety (90) days from the date the Employer provided advance written notice of the subcontracting.
- 5.11.4 This agreement to meet to consider the Union recommended alternatives is not intended to create a duty to bargain over the decision; however, this agreement is not intended as a waiver by the Union of any right it may have to bargain over the effects of a layoff, where that right would otherwise exist.

5.12 Harassment. The Employer is committed to providing a work environment free from unlawful harassment, including sexual harassment. The Employer will not tolerate unwanted touching, jokes, or other forms of harassing behavior based on an individual's protected status (as listed in Section 5.1). Reprisal against a grievant or witness for a grievant is prohibited.

5.13 Duty to Report. Employees who have knowledge of harassment or discrimination in the work environment shall have a duty and an obligation to report such information in writing to the Human Resources Department or the Corporate Responsibility Alert Line at 1-800-845-4310 for appropriate investigation and follow-up. Reprisal against a grievant or witness is prohibited. Any bargaining unit member engaging in any form of discrimination or harassment will be subject to appropriate corrective action, up to and including termination of employment.

5.14 Workplace Violence Prevention Plan. The Employer is committed to providing its employees with a nonviolent workplace and will not tolerate workplace violence. To support this commitment, the Employer will maintain a Workplace Violence Prevention Plan that includes the elements of Risk Assessment and Analysis, Risk Reduction Strategies, Incident Response Procedures and Periodic Review of the Plan.

5.14.1 The Employer will provide effective de-escalation training options as may be appropriate for acute care bargaining unit members.

5.14.2 Language Protection. Employees have the right to communicate with each other in a language of their choice when not engaged in direct communication with, or while providing care or services, to a patient.

When providing care, employees should not engage in a conversation of a social nature with each other that does not relate to the care of the patient. Nothing herein is intended to limit employees rights under the NLRA.

5.14.3 Restroom Equity. The Employer shall provide all employees with adequate access to the nearest available all-gender restroom.

5.14.4 Religious Accommodation. The Employer will make every effort to reasonably accommodate the religious beliefs and practices of its employees, and will make, upon request, an accommodation for such observances when a reasonable accommodation is available that does not create an undue hardship on operations. An employee whose religious beliefs or practices conflict with an aspect of their job, and who seeks a religious accommodation, must submit a written request to their immediate supervisor. The written request will include the type of religious conflict that exists and the employee's suggested accommodation. The immediate supervisor and Human Resources representative will evaluate the request and determine whether an accommodation is available that would not create an undue hardship on operations or patient care. Accommodations may be discussed in the labor management committee. Employee Identifiers (Name) will be excluded if the employee wishes to remain anonymous.

ARTICLE 6 - SENIORITY

6.1 Seniority. Seniority shall be defined as a full-time or part-time employee's continuous length of service with St. Joseph Medical Center from the most recent date of hire. Seniority shall not apply to an employee until completion of the required introductory period. Upon satisfactory completion of this introductory period, the employee shall be credited with seniority from the most recent date of hire. A per diem employee who has had his/her position converted to regular status and whose introductory period has been waived as described in Section 4.5.2, shall also be credited with seniority from the most recent date of hire.

6.2 Layoff. A layoff is a permanent or prolonged reduction in the number of employees employed by the Medical Center. Layoffs shall be by job classification. In the event of a layoff within a job classification, seniority shall be the determining factor providing that skill, competency and ability in a specific area are considered equal in the opinion of the Employer. Twenty-one (21) days' advance notice (or pay in lieu thereof, prorated for part-time employees) shall be given to the Union and to those employees affected by the layoff. Upon request, the Employer and the Union will meet to review the order of layoff. This section shall not apply to low census conditions.

6.3 Recall. Employees on layoff status shall be placed on a reinstatement roster for a period of one (1) year from the date of layoff. When vacancies occur, employees will be reinstated within a job classification in the reverse order of the layoff providing skill, competence and ability in a specific area and prior job performance are considered equal in the opinion of the employer. Upon reinstatement, the employee shall have all previously accrued benefits and seniority restored. Any recall of employees out of seniority will be communicated to the Union delegate. Employees on layoff may apply for supplemental part-time or per diem positions that may come available within their department without waiving their right to recall.

Employees will also be considered for cross-training opportunities should they become available.

6.4 Termination. Seniority shall terminate upon cessation of the employment relationship; for example, discharge, resignation, retirement, failure to return to work when recalled, after twelve (12) consecutive months of layoff, or failure to comply with specified recall procedures.

6.5 Roster. In the event of a layoff, the Union will be provided with a seniority roster. Upon request, the Union and Employer will meet to review the layoff and recall process. The Union will be advised periodically as to who has been recalled from layoff.

6.6 Low Census. Low census shall be defined as a decline in patient care requirements or a period of low need resulting in a temporary staff decrease. During periods of low census, the Employer will equitably rotate mandatory low census among all available employees by unit, classification and shift providing skill, competence and ability are adequate to meet patient care needs. Agency employees will be released from work prior to implementing low census providing the other regular employees remaining on the unit possess the skills, ability and experience to perform the required work and patient safety is not a factor in the judgment of the Employer. When scheduled staff exceeds patient care needs, the Employer would intend to reduce its staff in the following cut order:

- | | |
|-----------|---|
| First Cut | Employees working in any time and one-half (1 1/2) condition (excluding employees receiving rest between shift premium pay) |
| Next Cut | Requested cut (volunteers) |
| Next Cut | Per Diem |
| Next Cut | Supplemental Part-time |
| Next Cut | Part-time working above their FTE |
| Next Cut | Mandatory rotational cut to include full-time, part-time and temporary employees |

Cut hours will be applied in the above order by seniority within a job classification in the department providing skill, competency, and ability in a specific area are considered equal by the Employer. In an effort to maintain an equitable rotation of low census, employees subject to low census will be given the opportunity to voluntarily float to other units where the need exists, and where the employee is qualified to perform the required work in the opinion of the Employer. This includes voluntary floating from one Medical Center facility to another, such as from Hospice House to the main hospital. Employees may use this provision to voluntarily float in order to orient to a unit where they require orientation but are otherwise qualified to perform the work, when it is mutually agreeable between the employee and the manager of the unit to which the employee is floating, provided the employee pre-identifies the unit to which the employee wishes to orient, and receives pre-approval from his or her manager.

Employees who wish to have a secondary per diem position in order to voluntarily float in times of low census to a different job classification may notify Human Resources of their interest in establishing a secondary per diem position. The Employer will evaluate the need to post a per diem position based on relevant criteria, in the opinion of the Employer. Voluntary low census will not count towards rotation cuts.

Employees experiencing reduced hours will be given first consideration for additional hours of work provided they notify management in writing of the dates and shifts they are available. If an employee is inadvertently cut out of turn, the mistake will be remedied on the next rotation or as soon as possible. Cut lists will be available in the staffing office for employees to view on request.

The Employer will give at least one and one-half (1 1/2) hours' notice in advance of the scheduled shift of pending cut hours. If the Employer does not attempt to notify the employee at least one and one-half (1 1/2) hours in advance of the shift and the employee reports to work, the employee will be provided at management's discretion, with four (4) hours of work, or four (4) hours of pay at straight time. If the Employer does attempt to notify the employee within the deadline but fails to reach the employee, the Employer will not be required to pay the four (4) hour guarantee.

6.7 Staffing for Quality Care and Services. The parties agree there should be an adequate number of staff in all departments and on each shift to maintain safe, quality care.

Staffing levels shall be determined by management. Staffing takes into consideration the magnitude and variety of the activities needed on a particular shift. Employees, individually or as a group, believing there is an immediate workload or staffing problem, should bring that problem to the attention of the supervisor as soon as the problem is identified.

1. Employee(s) believing there is a continuous staffing problem which may include low census and/or the inability to receive rest periods and lunch breaks, or excessive workloads (hereafter referred to as "staffing concerns") are encouraged to address the issues immediately with their supervisor. In addition, employees may choose to document significant concerns and provide that documentation to management. Such documentation can also be emailed to management and the HR Director. The staffing matrix or protocol for each area will guide staffing decisions.
2. Continuous or potential staffing concerns discussed with the supervisor that have not been resolved will be addressed to the Department Director. The Department Director will respond within fourteen (14) calendar days.
3. If the matter is not satisfactorily resolved by the Department Director, the matter may be referred to the Labor Management Committee for further review. The Labor Management Committee shall review and may make written recommendations as it deems advisable to the President or his/her designee. If there is no consensus with the Labor Management Committee, either party may make a written recommendation to the President of the Medical Center. The President or his/her designee shall respond in writing within thirty (30) day of receipt. His/her decision shall be final. Emergency situations requiring immediate attention may be brought directly to the HR Director to determine appropriate next steps which may include: (1) facilitating resolution with department management; (2) scheduling an expedited Labor Management Committee meeting; or (3) escalating the issue to the President.
4. St. Joseph Medical Center will not retaliate against or engage in any form of intimidation of an employee for performing any duties or responsibilities in connection with the Labor Management Committee; or an employee who notifies the Labor Management

Committee, direct supervisor or the hospital administration of his or her concerns about staffing.

5. Job Vacancy Status. When the Employer intends not to fill a vacancy it will be put on the agenda at the monthly Labor Management Committee.

6.8 Hospital Staffing Committee (HSC). The primary responsibilities of the Hospital Staffing Committee will be to provide oversight and ongoing staff input in the development and oversight of unit-based staffing plans in accordance and in compliance with ESSB 5236. This process will include the following elements:

The HSC shall produce all patient care unit staffing plans into an annual comprehensive staffing plan which is reported to the DOH in accordance with the provisions of RCW 70.41.410-420;

- a) A draft plan shall be delivered by the committee to the CEO or their designee no later than July 1 annually. If the CEO requests changes to the draft hospital staffing plan compiled by the Hospital Staffing Committee, they shall submit those in writing and the CEO or designee shall attend the Hospital Staffing Committee meeting to discuss their reasons and potential alternatives.
- b) The committee shall consider this information and any revisions to the plan to be taken by a majority vote of the committee.
- c) Semiannual review, or more often as indicated by the HSC or the law, of the hospital staffing plan against need and known evidence-based staffing information, including any nursing sensitive quality indicators collected by St. Joseph Medical Center.
- d) Verify compliance with ESSB 5236 of the public posting of staffing plans for each unit and shift and submit reports to the Department of Health showing 80% compliance with the staffing plans as required by law:
- e) Additional bargaining unit members may be invited by the HSC to attend a Hospital Staffing Committee meeting as a subject matter resource, subject to department-specific relevance.

6.9 A bargaining unit member may be invited to attend a Hospital Staffing Committee meeting as a subject matter resource, subject to department-specific relevance, the committee's rules and with the agreement of that committee's members.

6.9.1 Composition. The Hospital Staffing Committee shall be composed of at least fifty percent (50%) of employees providing direct patient care, plus the Chief Nursing Officer, Chief Financial Officer and other patient care unit directors or managers as determined by St. Joseph Medical Center. Participation in the Joint Staffing Committee by St. Joseph Medical Center employees shall be on scheduled work time and compensated at the appropriate rate of pay. Joint Staffing Committee members shall be relieved of all other work duties during meetings of the committee.

6.9.2 No retaliation. St. Joseph Medical Center will not retaliate against or engage in any form of intimidation of an employee for performing any duties or responsibilities in connection with the Hospital Joint Staffing Committee, or Unit-Based Committee, or an

employee who notifies the Hospital Staffing Committee or the St. Joseph Medical Center administration of their concerns about staffing concerns.

6.10 Severance Pay. The Employer will provide severance pay pursuant to Medical Center policy. The Employer will notify the Union in advance of any modification or termination of the severance pay policy.

6.11 Unit Merger/Restructure. The Employer will provide the Union with at least forty-five (45) days advance notice prior to a unit merger or significant restructure. During this forty-five (45) day period, the Employer and the Union will, upon request, meet to discuss the changes, at which time the union may provide input regarding the changes and propose alternatives. The parties recognize the final decision regarding the unit merger/restructure lies with the Employer. If the Employer changes the core schedule for the unit, or if the Employer establishes a core schedule on a merged unit, the Employer will provide the opportunity for employees on the unit to indicate their preference regarding the new work patterns offered. Clarification regarding the FTE, shift and work schedule will be made available upon request. The Employer will match employees to their preference based on seniority, providing the employee's skill, competence and ability are considered equal. This shall not apply to a change in an individual's start time. The Employer will not exercise this right in an arbitrary or capricious manner. The new schedule will be effective no sooner than thirty (30) days from the re-bid.

ARTICLE 7 - HOURS OF WORK AND OVERTIME

7.1 Workday. A normal workday shall consist of eight (8) hours' work to be completed within eight and one-half (8 1/2) consecutive hours.

7.1.1 10 Hour Day.

(a) Patient Care Areas. The normal workday may consist of (10) hours' work to be completed within ten and one-half (10 1/2) consecutive hours.

(b) Non-Patient Care Areas. By mutual agreement between the employee and the Employer, the normal workday may consist of (10) hours' work to be completed within ten and one-half (10 1/2) consecutive hours.

7.1.2 12 Hour Day.

(a) Patient Care Areas. The normal workday may consist of twelve (12) hours' work to be completed within twelve and one-half (12 1/2) consecutive hours.

(b) Non-Patient Care Areas. By mutual agreement between the employee and the Employer, the normal workday may consist of twelve (12) hours' work to be completed within twelve and one-half (12 1/2) consecutive hours.

7.2 Work Week. The normal work week shall consist of forty (40) hours of work within a seven (7) day period or eighty (80) hours within a fourteen (14) day period.

The workday and work week specified in this Article shall not constitute guaranteed hours of work. Subject to patient care considerations, the Employer will make a good faith effort not to schedule employees six (6) or more consecutive days.

7.3 Overtime. Overtime shall be compensated for at the rate of one and one-half (1 1/2) times the regular rate of pay for work performed beyond the normal workday or the normal work week. Overtime at the rate of double time (2x) will be paid for all hours worked in excess of twelve (12) consecutive hours within the twenty-four (24) hour period. All overtime must be approved in advance by the Department Head. For purposes of computing overtime pay, the regular rate of pay shall include any applicable shift differential. Overtime shall be considered in effect if eight (8) minutes or more are worked after the end of the scheduled shift. Overtime will be computed and paid to the nearest fifteen (15) minutes. Time paid for but not worked shall not count as time worked for purposes of computing overtime.

7.3.1 12-Hour Shifts. If an employee works two (2) hours or less of overtime, overtime shall be paid at the rate of one and one-half (1 1/2) times the regular rate of pay. If an employee works more than fourteen (14) consecutive hours, all overtime shall be paid at the double time (2x) rate of pay.

7.4 Meal/Rest Periods. Employees shall receive an unpaid thirty (30) minute meal period during each regular workday. If an employee is required by the Medical Center to remain on duty or is called back to work during a meal period, such time shall be considered as time worked for pay purposes. Employees shall receive one (1) fifteen (15) minute paid rest period during each four (4) hours of work. During rest periods, employees shall remain on Medical Center premises. The application and administration of this section shall be consistent with State law. In accordance with departmental procedures, employees who carry an employer-provided communications device shall be responsible for giving the device to another employee during the employee's meal period.

7.5 Weekend Scheduling. Employees covered by this Agreement may be required to work weekends. The Employer will make a good faith effort to rotate weekend work in a fair and equitable manner, according to the needs of the department. Nothing in this section shall preclude employees from volunteering to work consecutive weekends.

7.5.1 Nursing Service Staff. Weekend work shall be scheduled so as to allow every other weekend off. This shall not apply to employees who trade weekends or volunteer for additional weekend work.

7.5.2 In the event a regular full-time or regular part-time employee works two successive weekends, all time worked on the second weekend shall be paid at the rate of time and one-half (1 1/2) the regular rate of pay.

The third regularly scheduled weekend shall be paid at the employee's regular rate of pay. The weekend shall be defined for the first (day) and second (evening) shift employees as Saturday and Sunday. For third (night) shift employees, the weekend shall be defined as Friday night and Saturday night.

Subject to advance approval, employees may request the trading of weekends, provided the schedule change does not place the Employer into an overtime condition or premium pay condition pursuant to this section. This section shall not apply to supplemental part time or per diem employees.

Premium pay provided for in this section shall not apply to employees who initiate a request to work more frequent weekend duty or to work every weekend, or to employees whose regular schedule is for recurring weekend positions (i.e., Saturday and/or Sunday). Premium pay provided herein shall not apply to time spent for non mandatory educational offerings.

7.6 Rest Between Shifts. Each employee shall have an unbroken rest period of at least eleven (11) hours between shifts unless mutually agreed to between the employee and the Employer. In the event that an employee is required to report to work in less than eleven (11) hours following the completion of the previous day's work, the subsequent shift shall be compensated at the rate of one and one-half (1 1/2) times the regular rate of pay. There will be no scheduling of split shifts except by mutual agreement. This section shall not apply to in-service education offerings, committee meetings, staff meetings or to standby and callback assignments pursuant to Article 8.

7.6.1 Twelve (12) Hour Shifts. For twelve (12) hour shifts, the rest between shifts will be ten (10) hours; otherwise the commitments in 7.6 shall apply.

7.7 Scheduled Days Off. Full-time employees called in on their regularly scheduled day off shall be paid at the rate of one and one-half (1 1/2) times the regular rate of pay for the hours worked.

7.8 Availability of Hours. Part-time and per diem employees desiring additional hours up to full-time shall notify the Department Head in writing. Requests shall be considered based on availability and ability to do the work. Subject to skill, competence, ability and availability, part-time employees will be offered additional temporary straight-time hours before per diem employees are utilized.

7.9 Innovative Work Schedules. Innovative work schedules are schedules that require a change, modification or waiver to this Agreement. Innovative work schedules may be established in writing by the Employer with the prior consent of the Union and the employees involved. Where innovative work schedules are utilized, the Employer retains the right to revert back to a normal workday schedule or the work schedule which was in effect immediately prior to the innovative work schedule after at least thirty (30) days' advance notice to the employees.

7.10 Posting of Schedules. The Employer retains the right to adjust work schedules and to maintain an efficient and orderly operation. The Employer shall determine and post work schedules fourteen (14) calendar days immediately preceding the date on which the schedule is effective. Except for emergency conditions involving patient care, low census conditions and other unforeseeable conditions beyond the Employer's control, individual scheduled hours of work set forth on the posted work schedule may only be changed by mutual consent. In all cases, reasonable good faith effort will be made to notify all affected parties when a change is made.

Employee initiated schedule changes shall not result in additional contract overtime or premium pay obligations being incurred by the Employer.

7.10.1 Requested Time Off. Management will put forth a good effort to locate coverage when an employee requests time off before a schedule is posted. This effort may include posting a list in a designated place of "shifts needing coverage". Qualified employees will be allowed to sign up for extra work if the cost to the Employer is not increased (i.e., overtime, premium pay). If this effort fails to provide coverage, the employee may be requested to find own coverage or the request may be denied.

7.11 No Pyramiding. There shall be no pyramiding or duplication of any compensation paid at the rate of time and one-half (1 1/2), except as per Section 9.8.

ARTICLE 8 - COMPENSATION

8.1 Wage Schedule. Employees covered by this Agreement will be paid in accordance with Appendix "A."

8.1.1 Appendix "A":

8.2 Date of Implementation. Wage rates and any other changes in compensation set forth in this Agreement shall become effective the first full payroll period on or after the date specified in this Agreement.

8.3 Longevity Steps. All employees shall receive longevity steps on their VMFH anniversary date.

8.4 Shift Differential. Employees assigned to work a majority of hours after 3:00 p.m. shall be paid a shift differential of one dollar forty-five cents (\$1.45) per hour over the hourly rate of pay. Employees assigned to work a majority of hours after 11:00 p.m. shall be paid a shift differential of one dollar ninety-five cents (\$1.95) per hour over the hourly rate of pay. Shift 2: Effective November 1, 2025, increase to one dollar and seventy-five cents (\$1.75). Effective November 1, 2026 increase to two dollars (\$2.00). Shift 3: Effective November 1, 2025, increase to two dollars and fifteen-cents (\$2.15). Effective November 1, 2026, increase to two dollars and fifty cents (\$2.50). Effective November 1, 2027, increase to two dollars and ninety-five cents (\$2.95).

8.4.1 Twelve (12) Hour Shifts. Employees assigned the day shift shall receive their regular rate of pay. Employees assigned the night shift shall receive the night shift differential. The Employer shall designate the starting time for the day and night shifts.

8.5 Standby. Scheduled standby pay and low census standby pay shall be at the rate of three dollars and fifty cents (\$3.50) per hour while on assigned standby status. Standby duty shall not be counted as hours worked for purposes of computing overtime or eligibility for longevity steps or

benefits. Standby pay shall cease when the employee is actually working in a call-back status. Effective November 1, 2025, increase to four dollars (\$4.00), Effective November 2026, increase to four dollars and twenty-five cents (\$4.25).

8.6 Callback. Any time worked in callback shall be compensated for at the rate of one and one-half (1 1/2) times the employee's regular rate of pay, with a three (3) hour minimum. The callback shall not apply when the employee reports for work in advance of the assigned shift. Callback pay shall not be pyramided and shall not be paid more than once for the same hours. Standby pay will cease when an employee reports for callback duty.

8.6.1 G.I. Tech Callback Relief. If, as a result of significant callback activity, an employee cannot function with reasonable skill and safety during his/her next scheduled shift, the employee should immediately notify his/her immediate supervisor.

The supervisor shall take all practical measures to transition the employee's duties as soon as possible. The employee will be required to use PTO, and once time off is granted, it will not be counted as SNO on the employee's attendance record.

8.7 Weekend Premium Pay. Any employee who works on a weekend shall receive one dollar fifty cents (\$1.50) per hour for each hour worked on the weekend in addition to the employee's regular rate of pay. The weekend premium will not be considered a part of the regular rate of pay for overtime premium pay calculations unless required by the Fair Labor Standards Act. For premium pay purposes, the weekend shall be defined as all hours between 11:00 p.m. Friday and 11:00 p.m. Sunday. Premium pay provided for in this section shall not apply to time spent for educational purposes. Effective November 1, 2025 increase to one dollar and seventy-five cents (\$1.75). Effective November 1, 2026 increase to one dollar and ninety-five cents (\$1.95).

8.8 New Job Classifications. Should a new job be created within the bargaining unit or an existing job substantially modified, the employer shall provide written notice to the Union, including the description and proposed rate of pay, at least fourteen (14) days prior to the implementation of the new or revised position. The Employer and the Union shall meet to discuss the rate of pay established for such classification.

8.9 Lead Pay. Employees assigned to a lead position shall be paid one dollar fifty cents (\$1.50) per hour above their base rate of pay. Effective November 1, 2026 increase to one dollar and eighty-five cents (\$1.85).

8.10 Temporary Assignment. Temporary assignment to a higher position will result in the employee being paid at the wage rate of the higher position.

8.11 Work in Multiple Classifications. Employees assigned to a different classification for a full shift or more or regularly assigned to a different classification within the department shall be placed on the step of the scale of that classification as follows: If the classification pay rate is the same or lower than that of the employee's primary classification, the employee's rate of pay will not change.

If the classification pay rate is higher than that of the employee's primary or previous classification, the employee will be placed at the first step of the new pay scale that results in a higher rate of pay than the employee's current step. Employees who, on the effective date of this Agreement, are currently assigned at higher steps in second or third positions shall retain such placement.

8.12 Per Diem/Supplemental Part-Time Premium. Employees classified as Per Diem or Supplemental Part-Time shall receive a fifteen percent (15%) premium to their regular rate of pay for all hours worked.

8.13 Recognition for Past Experience. Effective upon ratification, all Employees hired during the term of this agreement shall be given full credit for continuous recent applicable experience as determined by the Employer when placed on the wage scale. An employee shall not experience a reduction in pay if hired in at a wage step higher than applicable experience.

For purposes of this section, continuous recent experience shall be defined as relevant experience in an accredited hospital without a break in experience which would reduce the level of skills as determined by the Employer.

8.13.1 If a new employee is hired into a position at a step higher than that of a current employee in the same position with equivalent or greater work experience, the current employee will be placed at the same step as the new employee effective the first full pay period following the hire date of the new employee.

8.14 Placement for Promotion. An employee promoted to a higher paid job classification shall be placed on the new scale at the step that gives the employee a minimum of a 3% increase.

8.15 Placement to a Lower Paid Job Classification.

a. Return to Former Position:

An employee who has been promoted and then returns to the original job classification within twelve (12) months of promotion shall be placed at the former step plus credit for any longevity increases that would have been received from the date of the initial transfer had they remained in the initial job classification.

b. Transfer to Lower Paid Positions:

An employee who transfers to a lower pay position not previously held by that employee shall be placed on the closest step which represents the percentage difference between the base rate of each pay scale.

8.16 Hospice Geographic Change. The Employer serves Home Inpatient Hospice patients in multiple geographic areas. Each employee holding a regular FTE will be assigned to one of the assigned service areas as their primary area.

ARTICLE 9 - PAID TIME OFF

9.1 Purpose. The Paid Time Off Program provides for the accrual of hours to be made available to eligible employees who have completed ninety (90) calendar days of employment. The purpose of the Paid Time Off Program is to simplify the management of accrued paid time and to provide a process for employees to manage personal time within certain guidelines.

9.2 Eligibility. Full-time and part-time employees who have successfully completed ninety (90) calendar days of employment.

9.3 Accrual Rates. Paid Time Off will accrue on all hours and low census hours not to exceed 2080 hours each anniversary year of employment. Accrual rates will begin at the date of hire.

<u>Effective Dates for Accrual Rates</u>	Active PTO	Accruals EIB	Maximum	
			PTO	EIB
0-4 years	200	48	368	824
5-9 years	240	48	448	824
10-19 years	280	48	528	824
20+ years	320	48	608	824

9.4 Access. Paid Time Off (PTO) and Extended Illness Bank (EIB) are intended to compensate employees who are absent from work for time they would have been scheduled to work. Employees are requested to provide as much notice as possible. Employees are asked to submit requests by March 1 of each year for the May 1 through December 31 timeframe. Employees shall be notified of vacation approval/denial by March 31. Such vacation requests shall be granted on the basis of seniority. In the event an employee is denied his/her first and second choice of vacation, the employee will have the option of taking time off at another time or receiving the time in wages. Vacation scheduling around holidays will be equitably rotated.

For vacation requests to have time off from January 1 to May 1, the Employer will respond within thirty (30) days of request. PTO will be granted on a first come, first serve basis. For vacation requests made after April 1, the Employer will respond within thirty (30) days of the receipt of the request. After April 1, PTO will be granted on a first come, first serve basis. A paid time off request is required in writing at least thirty (30) days in advance. Employees may, at their option, use or not use accrued PTO for low census days.

9.5 Extended Illness Bank. EIB has been established to provide coverage to employees who have a catastrophic illness or a need to be away from the work place for an extended illness or injury, or for inpatient or outpatient surgery. Employees may access the EIB account after the third (3rd) consecutive work day (after the second [2nd] consecutive work day for twelve (12)

hour shifts of an illness, injury or on the first (1st day) of hospitalization or outpatient surgery for themselves or an eligible family member in accordance with 9.5.1, below.

Effective November 1, 2012, the employee's access to EIB will commence from the seventeenth (17th) hour forward and will not be applied retroactively to any hours previously paid as PTO. Immediate access to EIB (without waiting period) is available due to inpatient hospitalization (exclusive of Emergency Room visits) or outpatient surgery of the employee, or of the employee's eligible family member."

9.5.1 Family Care Act of 2003. Pursuant to the Family Care Act (RCW 49.12.265 et. seq.), an employee shall have access to PTO and EIB in accordance with the access provisions set forth in this Agreement to care for (1) an employee's child who has a health condition requiring treatment or supervision, or (2) a spouse, parent, parent-in-law or grandparent of the employee with a serious health and/or emergency condition.

9.6 Management of Hours. Employees may transfer PTO hours to the EIB account. Employees may not transfer EIB hours to the PTO account.

9.7 Rates of Pay. PTO and EIB hours shall be compensated at the employee's regular rate of pay, to include shift differential and certification premium pay when applicable. Paid accruals do not count toward the calculation of overtime.

9.8 Premium Pay Days (Holidays). The Medical Center will not pay Holiday Pay in the traditional sense. Under the Paid Time Off Program, the employee is free to designate which holidays to observe. Some departments may choose to close on certain days of the year. Employees should check with their supervisor for a list of those days. The Medical Center will pay any employee working on a designated Premium Pay Day time and one-half (1 1/2) for all hours worked on the Premium Pay Day. Premium pay hours worked shall count as time worked in computing overtime hours in the work period. In providing Premium Pay Day coverage, managers will first ask for volunteers. If enough volunteers are not found, managers will inform employees of any increase in scheduled hours of work prior to posting the work schedule. On Premium Pay Days, work will be equitably distributed. Premium Pay Days are as follows:

New Year's Day	President's Day
Memorial Day	Independence Day
Labor Day	Thanksgiving
Christmas Day	

The time period from 3:00 p.m. December 24 to 11.00 p.m. December 25 shall be recognized as Christmas Day.

The time period from 3:00 p.m. December 31 to 3:00 p.m. January 1 shall be recognized as New Year's Day.

9.8.1 PTO for Alternative Holidays. SJMC acknowledges there are many different and diverse holidays and traditions celebrated within the staff and culture at SJMC. Therefore, in accordance with department time off request requirements, employees may make single day PTO requests for alternative holidays, subject to departmental and patient care considerations. Requests will not be unreasonably denied.

9.9 Cash Out Option. St. Joseph Medical Center will allow PTO cash outs in accordance with IRS regulations. An eligible employee may elect to cash out up to 50% of his or her PTO accrual (up to 120 hours). Employees electing to receive cash in lieu of paid time off must indicate their interest in doing so by making an irrevocable election during the November Annual Open Enrollment timeframe each year prior to accruing the time off in the following year.

For example, during November an employee may make an irrevocable election to cash out up to no more than 50% of the PTO hours they will accrue in the next calendar year, not to exceed one hundred twenty (120) hours.

Note: Employees accruing PTO at the 200 hour tier level may elect to cash out up to 100 hours of PTO in the following year. Employees may elect to receive their cash out in one of the following ways:

- 100% of election amount paid by December 31 (not to exceed 120 hours or 100 hours for those accruals at the 200 tier level)
- 50% of election amount paid by July 31 (not to exceed 60 hours) and the remaining 50% paid by December 31 (not to exceed a total of 120 hours or 100 hours for those accruals at the 200 tier level)

PTO cash out requests will be made via the Annual Open Enrollment online system and must be made during the Annual Open Enrollment timeframe.

Employees who elect a PTO cash out will accrue their elected PTO cash out hours in a separate balance which will be visible on the pay stub. Employees will only have access to these accrued hours for purposes of elected cash out.

Employees who elect a pay out twice per year and who have not accrued 50% of their election by July will receive the amount they have earned toward their election and the remaining hours will be paid at the time of their December pay out.

Employees who experience a reduction in their overall PTO accrual (i.e. change in hours worked, etc.) or who stop accruing PTO due to a leave of absence or reaching the annual maximums for example may not reach their full cash out election amount and as such will only be paid what they have accrued toward the cash out election at the time of the payout.

Additionally, the employer shall provide a cash out option for unforeseeable emergencies and in an amount reasonably necessary to satisfy the emergency need consistent with the U.S. Department of Treasury regulations.

Employees terminating employment with St. Joseph Medical Center shall not be subject to the limitations above and shall be paid at 100% in accordance with Article 9.12 of the Collective Bargaining Agreement.

9.10 Depletion of Accounts. Employees who have depleted PTO and EIB accounts may apply for a Leave of Absence governed by the Leave of Absence provisions of this contract.

9.11 Use of Paid Time Off. Employees are encouraged to use at least eighty (80) hours of PTO per year for vacation. Employees may access PTO hours to cover low census days. Employees may not utilize any PTO/EIB hours that would result in a negative balance. Employees may not access PTO while receiving Workers' Compensation. However, employees may access EIB per Medical Center Workers' Compensation policy for the number of scheduled days of work while receiving Workers' Compensation.

9.12 Termination of Benefits. Employees who terminate in good standing will be paid as follows:

- A. PTO accounts paid at 100%

- B. EIB accounts paid at:
 - 1 – 14 years - Paid at 0%
 - 15 – 19 years - Paid at 10%
 - 20 – 24 years - Paid at 15%
 - 25+ years - Paid at 50%

9.13 Notification of Absence from Work. Employees shall notify the Employer at least two (2) hours in advance of the employee's scheduled shift if the employee is unable to report for duty as scheduled. The employee must notify the Employer each day of absence if the employee is unable to work unless prior arrangements have been made with supervision. Failure to comply with the above specified notification requirements may result in loss of paid leave for that day. The Employer shall administer this provision and other aspects of its attendance policy in a manner consistent with state and federal law.

9.14 Mileage. Employees will be reimbursed for the business use of their personal automobile at the standard mileage rate authorized by the United States Revenue Service (IRS) and in accordance with the hospital's Reimbursement Policy for actual mileage in excess of daily commute and other necessary costs associated with transportation such as parking and bridge tolls.

ARTICLE 10 - EMPLOYEE BENEFITS

10.1 Benefits Plan. All employees who have an assigned PTE of thirty-two (32) hours or more per pay period are eligible to enroll in the Employer's benefit program on the first of the month following thirty (30) days of continuous employment.

For those employees who have an assigned FTE of at least forty-eight (48) hours per pay period, the Employer will provide a medical and dental option that pays the employee premium and fifty percent (50%) of the cost of dependent coverage. All employees who have an assigned FTE of thirty-two (32) to forty-seven (47) hours per pay period will be able to participate in benefits as defined in the Employer's benefit program, which will provide a medical and dental option that pays fifty percent (50%) of the cost of employee-only coverage and fifty percent (50%) of the corresponding dependent premium. All employees may participate in available flexible spending accounts.

10.2 Retirement Plan. The Employer will provide a retirement plan for its employees. Retirement benefits, eligibility requirements for participation and contribution rates shall be defined by the Employer's plan.

10.3 Workers Compensation. The Employer shall provide Workers' Compensation insurance or equivalent for all employees. The Employer may deduct only the amount mandated by law to be deducted from employee's pay.

10.4 Transitional Duty. The Employer will make a good faith effort to provide return to work options through the Employer's Transitional Duty Program to employees who are injured on the job and are medically released to modified duty. Any such assignment will be consistent with the medical restrictions certified by a physician. Employees offered work through the Transitional Duty Program may not decline assignments that match the shift and hours of their previous assignment.

10.5 Unemployment Compensation. The Employer shall provide Unemployment Compensation insurance for all employees.

10.6 Tax Sheltered Annuity Plan. A tax sheltered annuity plan(s) will be provided to all eligible full-time and part-time employees for employee contributions. Eligibility requirements shall be defined in the plan documents.

10.7 Life Insurance. A group term insurance plan will be provided for all employees who work forty-eight (48) or more hours per pay period.

10.8 Plan Changes. Participation in the Employer's Flexible Benefit Plan, Retirement Plan or any other benefits set forth in this Article 10 shall be subject to the plan's specific eligibility requirements. In the event the Employer modifies its current benefit plan(s) or retirement plan(s) or provides an alternative plan(s), the Employer will review the plan changes with the Union prior to implementation.

ARTICLE 11 - LEAVE OF ABSENCE

11.1 All leaves are to be requested from the Employer in writing as far in advance as possible, stating all pertinent details and the amount of time requested. A written reply to grant or deny the request shall be given by the Employer within thirty (30) days. All leaves of absence shall be without pay, unless specifically provided for herein.

11.2 Medical Leave. A leave of absence for medical reasons shall be granted upon the recommendation of a physician for the period of disability up to six (6) months, without loss of benefits to the date such leave commences. A medical leave related to pregnancy shall be granted for the period of temporary physical disability, regardless of the employee's length of service.

11.3 Family Leave. As required by federal law, upon completion of one (1) year of continuous employment, any employee who has worked at least 1250 hours during the prior twelve (12) months shall be entitled to up to twelve (12) weeks of unpaid leave per year for the birth, adoption or placement of a foster child; to care for a spouse or immediate family member with a serious health condition. The Employer shall maintain the employee's health benefits during this leave.

If a particular period of leave qualifies under both the Family and Medical Leave Act of 1993 (FMLA), state law or the collective bargaining agreement, the leaves shall run concurrently. This leave shall be interpreted consistently with the rights, requirements, limitations and conditions set forth in the federal law and shall not be more broadly construed.

The confidentiality of employee medical information acquired by the Employer through FMLA processes will be protected under applicable law including HIPAA. The employee is required to use any accrued paid time off for which the employee is eligible during the leave of absence prior to taking unpaid time off. Generally, employees must give at least thirty (30) days' advance notice to the Employer of the request for leave.

11.4 Leaves of Absence for Education. After one (1) year of continuous employment, permission may be granted for a leave of absence without pay for job-related study, without loss of accrued benefits or wage step, provided the educational courses to be studied are directly related to a health care position and are approved by the Department Director.

11.5 Military Leave. Any employee serving in the U.S. Armed Forces will be granted leave in accordance with federal and state laws to attend required training as a reservist or guard member, or when called to active duty. Procedures for accessing said leave are detailed in the Military Leave policy.

11.6 Bereavement Leave. Up to forty (40) hours of paid leave (prorated for part-time employees) shall be allowed for a death in the immediate family. The employee may choose to take the time in no more than two increments; however, all forty (40) hours of bereavement

leave must be utilized within ninety (90) days of the death. Bereavement leave will also be available when an employee or an employee's spouse or current domestic partner suffers a miscarriage. Immediate family shall be defined as grandparent, parent, spouse, domestic partner, sibling, child or grandchild or great grandchild, in the process of or legally adopted child, child-in-law, sibling in-law, parent-in-law, or step siblings, parents, grandchildren, and other persons living in the home. With supervisor approval, employees may utilize accrued but unused paid time off or unpaid time off (if no accrued paid time off is available) in instances where the employee may need more time than offered by this Policy.

11.7 Jury Duty. Time off with pay will be granted for jury duty to regular status full-time and part-time employees once they have completed their introductory period. The employee shall be paid the amount of straight-time earnings (at the regular rate) lost in accordance with the employee's regularly scheduled hours of work by reason of such service. In order to be eligible for such payments, the employee must furnish a written statement from the appropriate public official showing the date and time served. The employee must give the Employer immediate notice of the call for jury duty and provide the Employer with a copy of the summons.

11.8 Personal Leave. After one (1) calendar year of continuous employment, an employee may apply for a personal leave of absence without pay. The employer will determine whether or not the leave shall be granted and the duration thereof. Personal leaves of absence will not generally be granted for longer than three (3) months.

11.9 Anniversary Date. Leave with or without pay shall not alter an employee's anniversary date of employment.

11.10 Reinstatement from Leave. An employee will be entitled to reinstatement from a leave of absence as follows:

- a. FMLA Leave: The Employer shall reinstate the employee to the employee's former or equivalent position at the conclusion of the leave, in accordance with the requirements of the FMLA.
- b. Disability Leave: Employees who return to work within ninety (90) days following an approved disability leave of absence (11.2) shall return to the employee's prior position; provided, however, this commitment shall not apply to employees who have previously exhausted their FMLA leave entitlements within the last twelve (12) months.

Upon return from a disability leave in excess of ninety (90) days, the employee will be returned to the employee's prior position if still vacant; otherwise the employee will be offered the first available opening for which the employee is qualified for the remainder of the six (6) month period.

- c. Personal Leave: The employee will be reinstated to the same position if he/she returns from leave within thirty (30) calendar days. Upon return from a personal leave in excess of thirty (30) calendar days, the employee will be returned to the employee's prior position if still vacant; otherwise, the employee will be offered the first available opening for which the employee is qualified.
- d. Military Leave: An employee returning from a military leave will be reinstated as required by law.
- e. Jury Duty Leave: An employee will be reinstated to their prior position following jury duty.
- f. Educational Leave: Generally, an employee's position will be held for the first ninety (90) calendar days of an authorized educational leave.

11.11 Union Leave. An employee may be granted an unpaid leave for up to sixty-days (60) days in order to engage in union activities. The employer reserves discretion as to whether such requests will be granted based on unit/department needs and patient care needs. Employees on Union Leave will accrue seniority.

11.12 Washington Paid Family and Medical Leave. The hospital participates in the Washington State program provided under the Washington Paid Family and Medical Leave Act (WPFML). If the employee qualifies for (WPFML) and the employee has accrued paid time available, the hospital will supplement wages, if the employee so chooses, to make up the difference between their regular wage and the benefit paid by Paid Family and Medical Leave. This will be administered to the extent permitted by law.

ARTICLE 12 – TRAINING FUND

The Employer's Tuition Reimbursement policy is incorporated herein by reference. Access to this Tuition Reimbursement program will cease on December 31, 2021 when employees become eligible for access Training Trust funds.

12.1 Training and Upgrading Fund. A Training and Upgrading Fund, known as the SEIU Healthcare 1199NW Joint Employer Training and Upgrading Fund (the “Training and Upgrading Fund”), has been established for the purpose of creating a program for addressing the workforce needs of participating employers (collectively “Participating Employers”) as well as the career, knowledge and skill aspirations of SEIU Healthcare 1199NW bargaining unit employees. The Employer agrees to become a Participating Employer in the Training and Upgrading Fund effective January 1, 2022. The contribution to the Training and Upgrading Fund shall be, for the Service bargaining unit, an amount equal to one percent (1%) of the gross payroll of such bargaining unit employees (collectively “Employees”), and for the LPN bargaining unit, an amount equal to one half of one percent (0.5%) of the gross payroll of such bargaining unit employees (collectively “Employees”).

Gross payroll shall be defined as the amount included on Box 5 of the W-2 form report of the Employer, excluding per diem/reserve/on call/temporary employees.

12.2 Fund Trustees, Programs, Staff. The Trustees of the Training and Upgrading Fund shall be composed of an equal number of representatives designated by the Union and by the employers contributing to the Training and Upgrading Fund. While acting in a manner consistent with the Training and Upgrading Fund Principles established between the Union and Participating Employers, the Trustees will determine the overall parameters for these programs, and the staffing needed to carry out the purposes of the Training and Upgrading Fund.

12.3 Trust Agreement. The Employer and Union agree to abide by the Trust Agreement.

12.4 Availability of On-site Rooms. In order to facilitate Employees' access to education and training, the Employer will make a good faith effort to make rooms available on-site for conducting training, counseling and other activities of the Training and Upgrading Fund.

12.5 Fund Contributions, Records and Collections and Reports. The Employer shall remit the Training and Upgrading Fund contributions required under this Article on either a monthly or pay period basis, based upon the payroll for the previous month or pay period.

Payments shall be due no later than thirty (30) days following the end of the month or pay period on which they are based. The Employer shall submit regular reports with its contributions in such form as may be necessary for the sound and efficient administration of the Training and Upgrading Fund and/or to enable the Training and Upgrading Fund to comply with the requirements of Federal and applicable State law and for the collection of payments due pursuant to the Training and Upgrading Fund.

12.5.1 The Employer agrees to make available to the Training and Upgrading Fund, in accordance with Training and Upgrading Fund policy, such records of Employees which the Training and Upgrading Fund may require in connection with the sound and efficient operation of the Training and Upgrading Fund or that may be so required in order to determine the eligibility of Employees for Training and Upgrading Fund benefits.

12.5.2 The Employer agrees that the collection of delinquent Employer contributions shall be subject to the collection policy established by the Trustees of the Training and Upgrading Fund.

12.5.3 The Training Fund will provide the employer with a quarterly utilization report including the number of participating employees and employees' department, program of study, and school of attendance. The Training Fund will also provide the employer with an annual financial report and audit.

ARTICLE 13 - LABOR-MANAGEMENT COMMITTEE

Medical Center management, jointly with the elected representatives of the employees, shall establish a Labor-Management Committee to assist with personnel, staffing issues and other mutual problems. The purpose of the Labor-Management Committee is to foster improved communications between the Employer and the employees as opposed to individual complaints. The function of the Committee shall be limited to an advisory capacity rather than a decision-making capacity and shall have no bargaining authority.

The Labor-Management Committee shall be composed of up to four (4) employees appointed by the Union and up to four (4) managerial employees designated by the Employer. All members of the Labor-Management shall be employees of the Medical Center.

A union representative may be invited to attend Labor-Management meetings but shall not be a member of the Committee. The Committee shall meet bi-monthly or as often as mutually agreed. Some items of discussion may be more appropriate for specific units rather than the Labor-Management Committee as a whole. In such instance, a temporary subcommittee of the Labor-Management Committee may be formed. The Employer will pay up to four (4) Union-appointed employees one (1) hour of pay each for committee attendance, up to six (6) times per year.

13.1 Equity and Inclusion. Issues regarding equity and inclusion of employees at the Medical Center shall be a standing Labor Management Committee agenda item, and the Committee shall identify and develop applicable data to inform its advisory role. Such data could include, but is not limited to, Employer EEO-1 demographic reports, data regarding work status changes for bargaining unit members (subject to employee confidentiality accommodations), and employer policies relating to discrimination and equity and inclusion. There will be no retaliation to any employee for raising complaints of discrimination or bringing discrimination concerns to the Committee.

13.2 Diversity, Inclusion and Belonging. The parties agree on the importance of embracing a culture of equity, diversity, inclusion and belonging and commit to work collaboratively to ensure a positive work environment. The medical center agrees to maintain a safe and healthy workplace and will follow all applicable federal, state, and local employment discrimination laws.

In addition to the commitments set forth in contract language at 13.1 Equity and Inclusion, the parties agree to undertake the following activities designed to promote an inclusive work environment:

- a. Diversity Inclusion Belonging (DIB) Meetings. The parties intend to work jointly to cultivate a culture of equity, diversity, inclusion and belonging through regular DIB meetings. The labor management committee members will participate in regular, 90-minute, DIB meetings scheduled to occur immediately prior to or following regularly scheduled Labor Management Committee meetings or the alternate month of the LMC based upon agreement of the parties. Employees will be paid for their time to attend the

meeting. A union staff person and HR representative shall also participate in these meetings. In these meetings, the parties may discuss concerns; discuss equity and inclusion activities; and review trend data measuring equity and inclusion efforts. Information reviewed could include, but is not limited to: medical center policies, staff and management training, escalated and/or unresolved issues related to equity and inclusion (subject to confidentiality accommodations, as applicable); medical center awareness-building activities; the number of service workers participating in the SEIU training trust; Employer EEO-1 demographic reports, and employer policies relating to discrimination and equity and inclusion. Action taken on concerns brought to the DIB meetings through the rapid response process may also be an appropriate topic for discussion.

- b. Facilitators. The Committee will jointly select two facilitators (one who is BIPOC and one who is white) within three months of ratification. The facilitators will begin with facilitating workshops with the intent of completing the workshops within nine (9) months of ratification. The facilitators will also support the bi-monthly meetings and support the creation of workplans and the evaluation of work. The facilitators will be paid by the Employer unless they are an SEIU Healthcare 1199NW or employer representative in which case that facilitator will be on paid time from their employing organization.
- c. Workshops. In the first year post ratification the DIB/JLMC Committee will attend quarterly workshops. Each quarterly workshop will be 3 hours. There will be 4 workshops in the first year post ratification. One workshop will be to support the JLMC in communicating effectively with each other in an equitable and inclusive manner and rebuilding the labor management relationship, as well as creating an overall workplan for the JLMC on implementing the CBA post ratification and other items not resolved satisfactorily during the bargaining process. The second workshop will be focused on DEIB and intended to increase skill and awareness on hidden bias and cultural competency and to promote a better understanding of bias concerns that arise during the course of the Committee's work. The workshops will be on paid time for all committee members. The Committee may consider whether to recommend extending training, workshops with labor and management separate or together, or elements of the training to additional bargaining unit members and/or management representatives as an aspect of being responsive to issues of equity and inclusion brought before the Committee. There will be no retaliation to any employee for raising complaints of discrimination or bringing discrimination concerns to the Committee. A planning group will work with the facilitators and help to guide the workshops. After the first year post ratification the committee will evaluate the prior year's work and recommend updates to the workplan. After the first year post ratification the committee will have at least one workshop per year which will inform the evaluation of work and workplan.
- d. Diversity, Inclusion, and Belonging workplan. A DIB work plan will be developed following the workshops with the support of facilitators. The intent of involving facilitators is to support and strengthen the overall partnership work of labor and management and to create and implement the identified work plans. The work plan will ensure that diversity, equity, inclusion and belonging practices are incorporated into the

JLMC and that the DIB Committee has a work plan connected to the broader labor management goals.

Within the first three meetings following ratification, and after the workshops, the group will complete a work plan for the bargaining unit focusing on equity, inclusion, diversity, and belonging. The work plan will include measurable goals for the organization's initiatives supporting equity, inclusion and belonging.

The committee's work plan will include identification of issues that have a foundation based in inequity or lack of diversity or belonging within the workplace and needed culture change, embracing and understanding diverse perspectives, valuing diversity and creating inclusion, and challenging biases in hiring, promotion and work performance to achieve a workplace that embraces and demonstrates Organizational Diversity Equity Inclusion and Belonging and will include data sharing and data analysis.

The Committee will look at trends for identifiable workshop needs, create a plan for increased education and skill building, and identify support and resources needed from the Employer and union for prevention and ongoing accountability including for managers and delegates. The labor management process will be an action-based systemic strategy that utilizes the following strategies: Trauma-Informed Care Strategies, Survivor-Centered Approaches, Anti-Racist and Anti-Racism practices, and Improving Workplace Culture.

- e. Complaints. Employees who feel they have been the subject of bias, discrimination, harassment, or retaliation are encouraged to discuss such issues with their supervisor, administrator, or Human Resources Consultant for local resolution. The goal of local resolution is to address and resolve problems as quickly as possible and to stop any inappropriate behavior for which a member of the community is responsible.
- f. Rapid Response Process. Should the union receive a complaint inconsistent with the commitments set forth above, including issues with a racial component, the union may request a special DIB meeting to review the issue. The parties will make reasonable efforts to meet within one week of the issue being raised to have an initial conversation about the intended approach and next steps. However, if the complaint involves harassment, discrimination or a gross misconduct issue, the medical center may not wait for this process to occur before commencing with any investigation into a complaint, which in the Employer's sole discretion, requires immediate action. If the medical center is actively investigating the situation at the time the union requests the meeting, the employer will not postpone any investigation that may be required under the employer's policies or law. Further, the employer is not obligated to provide information to the union about the investigation that the Employer wouldn't be lawfully required to share under applicable regulations.

The Employer and Union acknowledge the rapid response process is not intended to usurp the employee's requirement to report violations to medical center standards of conduct, policies or law in accordance with established processes. Employees are protected from reprisal for reporting concerns of harassment, discrimination and gross misconduct.

ARTICLE 14 - GRIEVANCE PROCEDURE

14.1 Grievance Defined. A grievance is defined as an alleged breach of the terms and conditions of the Agreement. If any such grievance arises, it shall be submitted to the following grievance procedure. It is the desire of the parties to this Agreement that grievances be adjusted informally wherever possible and at the first level of supervision.

14.2 Time Limits. Time limits set forth in the following steps may only be extended by mutual written consent of the parties hereto. A time limit which ends on a Saturday, Sunday or a holiday designated in paragraph 9.8 hereof shall be deemed to end at 4:30p.m. on the next business day. Failure of an employee to file a grievance on a timely basis or to timely advance a grievance in accordance with the time limits set forth below will constitute withdrawal of the grievance. Failure of the Employer to comply with the time limits set forth below shall result in the grievance being automatically elevated to the next step without any action necessary on the part of the employee.

14.3 Terminations. Grievances resulting from the termination of employees shall be filed at Step 2 of the grievance procedure.

14.4 Grievance Procedure. A grievance shall be submitted to the following grievance procedure.

Step 1: Employee and Immediate Supervisor. If an employee has a grievance, the employee must first present the grievance in writing to the employee's immediate supervisor or designee within fourteen (14) calendar days from the date the employee knew or had reason to know that a grievance existed. Upon receipt thereof, the immediate supervisor shall meet with the employee and attempt to resolve the problem within fourteen (14) calendar days. The supervisor shall respond in writing to the employee within fourteen (14) calendar days following the meeting with the employee.

Step 2: Employee, Union Representative and Department Head. If the matter is not resolved to the employee's satisfaction in Step 1, the employee shall present the grievance in writing (setting forth the detailed facts concerning the nature of the grievance, contractual provisions allegedly violated and relief sought) to the Department Head and/or designee within fourteen (14) calendar days of the immediate supervisor's decision. The Department Head and/or designee shall endeavor to meet with the parties within thirty (30) days and issue a written reply within fourteen (14) calendar days following the meeting of the parties.

Step 3: Vice President and Union Representative. If the matter is not resolved in Step 2 to the employee's satisfaction, the grievance shall be referred in writing to the Vice President, Human Resources (and/or designee) within fourteen (14) calendar days of receipt of the Step 2 response.

The Vice President, Human Resources (and/or designee), the employee and the Union Representative shall meet within fourteen (14) calendar days of receipt of the Step 3 grievance for the purpose of resolving the grievance. The Vice President or designee will issue a written reply within fourteen (14) calendar days of the meeting of the parties.

Step 4: Arbitration. If the grievance is not settled on the basis of the foregoing procedures, the Union may submit the issue in writing to arbitration within fourteen (14) calendar days following the written reply from the Vice President or designee. Within seven (7) calendar days of the notification that the dispute is submitted for arbitration, the Employer and the Union shall attempt to agree on an arbitrator. If the Employer and the Union fail to agree on an arbitrator, a list of eleven (11) arbitrators shall be requested from the Federal Mediation and Conciliation Service. The parties shall thereupon alternate in striking a name from the panel until one name remains. The person whose name remains shall be the arbitrator. The arbitrator's decision shall be final and binding on all parties. The arbitrator shall confine himself/herself to the issue submitted for arbitration and shall have no authority to add to, subtract from, or otherwise change or modify the provisions of this Agreement, but shall be authorized only to interpret existing provisions of the Agreement as they may apply to the specific facts of the issue in dispute. Each party shall bear one-half (1/2) of the fee of the arbitrator and any other expense jointly incurred incident to the arbitration hearing. All other expenses shall be borne by the party incurring them and neither party shall be responsible for the expenses of witnesses called by the other party.

ARTICLE 15 - NO STRIKE - NO LOCKOUT

It is recognized that the Employer is engaged in a public service requiring continuous operation and it is agreed that recognition of such obligation of continuous service is imposed upon both the employee and the Union. During the term of this Agreement, neither the Union nor its members, agents, representatives, employees or persons acting in concert with them shall incite, encourage or participate in any strike, sympathy strike, walkout, slowdown or other work stoppage of any nature whatsoever.

In the event of any strike, sympathy strike, walkout, slowdown or other work stoppage or a threat thereof, the Union and its officers will do everything within their power to end or avert the same. Any employee participating in any strike, sympathy strike, walkout, slowdown or work stoppage will be subject to an immediate dismissal. The Employer agrees that in consideration of the above it will not lock out employees during the term of this Agreement.

ARTICLE 16 - GENERAL PROVISIONS

16.1 Complete Agreement. The parties acknowledge that each has had the unlimited right and opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right and opportunity are set forth in this Agreement.

Therefore, the Employer and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly agree to waive the right to oblige the other party to bargain with respect to any subject or matter specifically discussed during the negotiations or covered in this Agreement unless mutually agreed otherwise.

16.2 Separability. It is the belief of both parties to this Agreement that all provisions are lawful. If any section of this Agreement should be found to be contrary to existing law, the remainder of the Agreement shall not be affected thereby and the parties shall enter into collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such section.

16.3 Past Practices. Any and all agreements, written and verbal, previously entered into between the parties hereto are mutually cancelled and superseded by this Agreement. Unless specifically provided herein to the contrary, past practices shall not be binding on the Employer. The Employer agrees that it will not make any changes in past practices that would have the effect of discriminating solely against members of the bargaining unit. The Employer will communicate any changes in past practices to the staff in advance of the change.

ARTICLE 17 - DURATION

This Agreement shall be effective the date of ratification and shall remain in full force and effect to and including October 31, 2028, and shall continue thereafter from year to year unless at least 90 days, but no more than 120 days, prior to the 1st day of November, 2028, or prior to the 1st day of November of any subsequent year either party shall file a written notice with the other by certified mail, return receipt requested, of its desire to amend, modify or terminate this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this _____ day of 02/23/2026, 2025.

ST. JOSEPH MEDICAL CENTER

Dalph L. Watson

Dalph Watson
Region CHRO-NW Human Resources

Marie LaMarche

Marie LaMarche
System Director, Employee & Labor Relations

SEIU HEALTHCARE 1199NW

Jane Hopkins

Jane Hopkins
President

Laura Dougherty

Laura Dougherty
Negotiator

JL

Yolanda King-Lowe
Secretary-Treasurer

St. Joseph Medical Center Bargaining Team, 2025



Desiree Castillo
Care Assistant Health Unit Coordinator, Walters SADU



Charney Chambers
Equipment Tech, Respiratory Therapy



Willie Willis
EVS Specialty Tech, Environment Services



Alisha Colyer
Nutrition Assistant I, Dietary



Jase Wistisen
ER Tech, Emergency Services



Jason Blessing
Care Assistant Health Unit Coordinator, PCU



Aisha Duncan-Murphy
Care Assist. Health Unit Coordinator, Hospice IP Center

St. Joseph Medical Center Service SENU Wages

Ratification - Effective March 2, 2025

CSH Position Title	BASE	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10	YR 11	YR 12	YR 13	YR 14	YR 15	YR 16	YR 17	YR 18	YR 19	YR 20
CARE ASST/HEALTH UNIT COORD	\$22.66	\$23.12	\$23.58	\$24.04	\$24.52	\$25.01	\$25.51	\$26.02	\$26.54	\$27.07	\$27.61	\$28.16	\$28.72	\$29.30	\$29.88	\$30.47	\$31.09	\$31.71	\$32.34	\$32.99	\$33.64
CNA	\$21.90	\$22.34	\$22.79	\$23.24	\$23.71	\$24.19	\$24.68	\$25.17	\$25.67	\$26.18	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.46	\$30.06	\$30.66	\$31.27	\$31.90	\$32.53
Emergency Room Technician	\$23.77	\$24.34	\$24.98	\$25.60	\$26.25	\$26.90	\$27.58	\$28.27	\$28.97	\$29.70	\$30.44	\$31.20	\$31.98	\$32.78	\$33.60	\$34.44	\$35.31	\$36.19	\$37.10	\$38.02	\$38.97
TRANSPORTER CNA	\$21.90	\$22.34	\$22.79	\$23.24	\$23.71	\$24.19	\$24.68	\$25.17	\$25.67	\$26.18	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.46	\$30.06	\$30.66	\$31.27	\$31.90	\$32.53
Conk	\$21.95	\$22.51	\$23.07	\$23.64	\$24.23	\$24.84	\$25.46	\$26.09	\$26.75	\$27.41	\$28.10	\$28.74	\$29.38	\$30.05	\$30.72	\$31.41	\$32.12	\$32.83	\$33.57	\$34.33	\$35.10
Delivery Tech	\$21.70	\$22.14	\$22.59	\$23.04	\$23.49	\$23.96	\$24.44	\$24.93	\$25.43	\$25.94	\$26.46	\$26.99	\$27.53	\$28.08	\$28.64	\$29.21	\$29.80	\$30.39	\$30.99	\$31.62	\$32.25
Endoscopy Tech	\$22.00	\$22.43	\$22.88	\$23.34	\$23.81	\$24.28	\$24.77	\$25.27	\$25.78	\$26.30	\$26.83	\$27.37	\$27.92	\$28.49	\$29.06	\$29.64	\$30.23	\$30.84	\$31.45	\$32.07	\$32.72
ENVIRONMENTAL SVCS TECH	\$21.27	\$21.69	\$22.13	\$22.58	\$23.03	\$23.48	\$23.95	\$24.43	\$24.92	\$25.42	\$25.93	\$26.45	\$26.98	\$27.52	\$28.07	\$28.63	\$29.20	\$29.79	\$30.38	\$30.98	\$31.61
Environmental Svcs Specialty Tech	\$21.90	\$22.34	\$22.79	\$23.24	\$23.71	\$24.19	\$24.68	\$25.17	\$25.67	\$26.18	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.46	\$30.06	\$30.66	\$31.27	\$31.90	\$32.53
EQUIPMENT TECH	\$22.00	\$22.43	\$22.88	\$23.34	\$23.81	\$24.28	\$24.77	\$25.27	\$25.78	\$26.30	\$26.83	\$27.37	\$27.92	\$28.49	\$29.06	\$29.64	\$30.23	\$30.84	\$31.45	\$32.07	\$32.72
HEALTH UNIT SCHEDULER COORDINATOR	\$22.66	\$23.12	\$23.58	\$24.04	\$24.52	\$25.01	\$25.51	\$26.02	\$26.54	\$27.07	\$27.61	\$28.16	\$28.72	\$29.30	\$29.88	\$30.47	\$31.09	\$31.71	\$32.34	\$32.99	\$33.64
IMAGING CLERK	\$21.88	\$22.32	\$22.77	\$23.22	\$23.69	\$24.17	\$24.65	\$25.14	\$25.64	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.01	\$30.62	\$31.23	\$31.86	\$32.49
INVENTORY TECH	\$20.98	\$21.39	\$21.82	\$22.26	\$22.70	\$23.16	\$23.63	\$24.10	\$24.58	\$25.06	\$25.56	\$26.07	\$26.59	\$27.12	\$27.66	\$28.22	\$28.78	\$29.35	\$29.93	\$30.53	\$31.15
MAIL CLERK	\$20.82	\$21.24	\$21.66	\$22.10	\$22.55	\$22.99	\$23.45	\$23.92	\$24.40	\$24.89	\$25.39	\$25.90	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.95
RECEIVING CLERK	\$20.98	\$21.39	\$21.82	\$22.26	\$22.70	\$23.16	\$23.63	\$24.10	\$24.58	\$25.06	\$25.56	\$26.07	\$26.59	\$27.12	\$27.66	\$28.22	\$28.78	\$29.35	\$29.93	\$30.53	\$31.15
MONITOR TECH/HEALTH UNIT COORD	\$22.66	\$23.12	\$23.58	\$24.04	\$24.52	\$25.01	\$25.51	\$26.02	\$26.54	\$27.07	\$27.61	\$28.16	\$28.72	\$29.30	\$29.88	\$30.47	\$31.09	\$31.71	\$32.34	\$32.99	\$33.64
NUTRITION ASSISTANT I	\$20.84	\$21.26	\$21.68	\$22.12	\$22.57	\$23.02	\$23.47	\$23.94	\$24.42	\$24.91	\$25.41	\$25.92	\$26.44	\$26.97	\$27.51	\$28.06	\$28.62	\$29.19	\$29.78	\$30.37	\$30.97
NUTRITION ASSISTANT II	\$21.88	\$22.32	\$22.77	\$23.22	\$23.69	\$24.17	\$24.65	\$25.14	\$25.64	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.01	\$30.62	\$31.23	\$31.86	\$32.49
RECEIVING CLERK II	\$21.08	\$21.51	\$21.93	\$22.37	\$22.82	\$23.28	\$23.74	\$24.22	\$24.71	\$25.21	\$25.71	\$26.22	\$26.74	\$27.27	\$27.81	\$28.36	\$28.93	\$29.52	\$30.11	\$30.71	\$31.32
UNIT COORDINATOR	\$22.66	\$23.12	\$23.58	\$24.04	\$24.52	\$25.01	\$25.51	\$26.02	\$26.54	\$27.07	\$27.61	\$28.16	\$28.72	\$29.30	\$29.88	\$30.47	\$31.09	\$31.71	\$32.34	\$32.99	\$33.64
STERILE PROCESSING TECH	\$25.05	\$25.80	\$26.57	\$27.37	\$28.19	\$29.04	\$29.91	\$30.80	\$31.73	\$32.69	\$33.66	\$34.67	\$35.71	\$36.78	\$37.82	\$38.87	\$39.94	\$40.62	\$41.43	\$42.27	
Central Supply Clerk (grandfathered)	\$24.17	\$24.65	\$25.14	\$25.64	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.01	\$30.62	\$31.23	\$31.86	\$32.49	\$33.13	\$33.80	\$34.48	\$35.16	\$35.87

Year 2 November 1, 2025

CSH Position Title	BASE	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10	YR 11	YR 12	YR 13	YR 14	YR 15	YR 16	YR 17	YR 18	YR 19	YR 20
CARE ASST/HEALTH UNIT COORD	\$23.57	\$24.04	\$24.52	\$25.00	\$25.50	\$26.01	\$26.53	\$27.06	\$27.60	\$28.15	\$28.71	\$29.29	\$29.87	\$30.47	\$31.08	\$31.69	\$32.33	\$32.98	\$33.63	\$34.31	\$34.99
CNA	\$22.78	\$23.23	\$23.70	\$24.17	\$24.66	\$25.16	\$25.67	\$26.18	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.64	\$31.26	\$31.89	\$32.52	\$33.18	\$33.83
Emergency Room Technician	\$24.72	\$25.34	\$25.98	\$26.62	\$27.30	\$27.98	\$28.68	\$29.40	\$30.13	\$30.89	\$31.66	\$32.45	\$33.26	\$34.09	\$34.94	\$35.82	\$36.72	\$37.64	\$38.58	\$39.54	\$40.53
TRANSPORTER CNA	\$22.78	\$23.23	\$23.70	\$24.17	\$24.66	\$25.16	\$25.67	\$26.18	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.64	\$31.26	\$31.89	\$32.52	\$33.18	\$33.83
Conk	\$22.83	\$23.41	\$23.99	\$24.59	\$25.20	\$25.83	\$26.48	\$27.13	\$27.82	\$28.51	\$29.22	\$29.95	\$30.66	\$31.25	\$31.95	\$32.67	\$33.40	\$34.14	\$34.91	\$35.70	\$36.50
Delivery Tech	\$22.57	\$23.03	\$23.49	\$23.96	\$24.43	\$24.92	\$25.42	\$25.93	\$26.45	\$26.98	\$27.52	\$28.07	\$28.63	\$29.20	\$29.79	\$30.38	\$30.99	\$31.61	\$32.23	\$32.88	\$33.54
Endoscopy Tech	\$22.88	\$23.33	\$23.80	\$24.27	\$24.76	\$25.25	\$25.76	\$26.28	\$26.81	\$27.35	\$27.90	\$28.46	\$29.04	\$29.63	\$30.22	\$30.83	\$31.44	\$32.07	\$32.71	\$33.35	\$34.03
ENVIRONMENTAL SVCS TECH	\$22.12	\$22.56	\$23.02	\$23.48	\$23.95	\$24.42	\$24.91	\$25.41	\$25.92	\$26.44	\$26.97	\$27.51	\$28.06	\$28.62	\$29.19	\$29.78	\$30.37	\$30.98	\$31.60	\$32.22	\$32.87
Environmental Svcs Specialty Tech	\$22.78	\$23.23	\$23.70	\$24.17	\$24.66	\$25.16	\$25.67	\$26.18	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.64	\$31.26	\$31.89	\$32.52	\$33.18	\$33.83
EQUIPMENT TECH	\$22.88	\$23.33	\$23.80	\$24.27	\$24.76	\$25.25	\$25.76	\$26.28	\$26.81	\$27.35	\$27.90	\$28.46	\$29.04	\$29.63	\$30.22	\$30.83	\$31.44	\$32.07	\$32.71	\$33.35	\$34.03
HEALTH UNIT SCHEDULER COORDINATOR	\$23.57	\$24.04	\$24.52	\$25.00	\$25.50	\$26.01	\$26.53	\$27.06	\$27.60	\$28.15	\$28.71	\$29.29	\$29.87	\$30.47	\$31.08	\$31.69	\$32.33	\$32.98	\$33.63	\$34.31	\$34.99
IMAGING CLERK	\$22.76	\$23.21	\$23.68	\$24.15	\$24.64	\$25.14	\$25.64	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.21	\$31.84	\$32.48	\$33.13	\$33.79
INVENTORY TECH	\$21.82	\$22.25	\$22.69	\$23.15	\$23.61	\$24.09	\$24.58	\$25.06	\$25.56	\$26.06	\$26.58	\$27.11	\$27.65	\$28.20	\$28.77	\$29.35	\$29.93	\$30.52	\$31.13	\$31.75	\$32.40
MAIL CLERK	\$21.65	\$22.09	\$22.53	\$22.98	\$23.45	\$23.91	\$24.39	\$24.88	\$25.38	\$25.89	\$26.41	\$26.94	\$27.48	\$28.03	\$28.59	\$29.16	\$29.74	\$30.34	\$30.94	\$31.56	\$32.19

RECEIVING CLERK	\$21.82	\$22.25	\$22.69	\$23.15	\$23.61	\$24.09	\$24.58	\$25.06	\$25.56	\$26.06	\$26.58	\$27.11	\$27.65	\$28.20	\$28.77	\$29.35	\$29.95	\$30.52	\$31.13	\$31.75	\$32.40
MONITOR TECH-HEALTH UNIT COORD	\$23.57	\$24.04	\$24.52	\$25.00	\$25.50	\$26.01	\$26.53	\$27.06	\$27.60	\$28.15	\$28.71	\$29.29	\$29.87	\$30.47	\$31.08	\$31.69	\$32.33	\$32.98	\$33.63	\$34.31	\$34.99
NUTRITION ASSISTANT I	\$21.67	\$22.11	\$22.55	\$23.00	\$23.47	\$23.94	\$24.41	\$24.90	\$25.40	\$25.91	\$26.43	\$26.96	\$27.50	\$28.05	\$28.61	\$29.18	\$29.76	\$30.36	\$30.97	\$31.58	\$32.21
NUTRITION ASSISTANT II	\$22.76	\$23.21	\$23.68	\$24.15	\$24.64	\$25.14	\$25.64	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.21	\$31.84	\$32.48	\$33.13	\$33.79
RECEIVING CLERK II	\$21.92	\$22.37	\$22.81	\$23.26	\$23.73	\$24.21	\$24.69	\$25.19	\$25.70	\$26.22	\$26.74	\$27.27	\$27.81	\$28.36	\$28.92	\$29.49	\$30.09	\$30.70	\$31.31	\$31.94	\$32.57
UNIT COORDINATOR	\$23.57	\$24.04	\$24.52	\$25.00	\$25.50	\$26.01	\$26.53	\$27.06	\$27.60	\$28.15	\$28.71	\$29.29	\$29.87	\$30.47	\$31.08	\$31.69	\$32.33	\$32.98	\$33.63	\$34.31	\$34.99
STERILE PROCESSING TECH	\$26.05	\$26.83	\$27.63	\$28.46	\$29.32	\$30.20	\$31.11	\$32.03	\$33.00	\$34.00	\$35.01	\$36.06	\$37.14	\$38.25	\$39.02	\$39.80	\$40.60	\$41.41	\$42.24	\$43.09	\$43.96
Central Supply Clerk (grandfathered)	\$25.14	\$25.64	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.21	\$31.84	\$32.48	\$33.13	\$33.79	\$34.46	\$35.15	\$35.86	\$36.57	\$37.30

Year 3 November 1, 2026

Job Title	BASE	VR 1	VR 2	VR 3	VR 4	VR 5	VR 6	VR 7	VR 8	VR 9	VR 10	VR 11	VR 12	VR 13	VR 14	VR 15	VR 16	VR 17	VR 18	VR 19	VR 20
CARE ASST-HEALTH UNIT COORD	\$24.51	\$25.00	\$25.50	\$26.00	\$26.52	\$27.05	\$27.59	\$28.14	\$28.70	\$29.28	\$29.86	\$30.46	\$31.06	\$31.69	\$32.32	\$32.96	\$33.62	\$34.30	\$34.98	\$35.68	\$36.39
CNA	\$23.69	\$24.16	\$24.65	\$25.14	\$25.65	\$26.17	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.63	\$31.24	\$31.87	\$32.51	\$33.17	\$33.82	\$34.51	\$35.18
Emergency Room Technician	\$25.71	\$26.35	\$27.02	\$27.68	\$28.39	\$29.10	\$29.83	\$30.58	\$11.34	\$12.13	\$32.93	\$33.75	\$34.59	\$35.45	\$36.34	\$37.25	\$38.19	\$39.15	\$40.12	\$41.12	\$42.15
TRANSPORTER CNA	\$23.69	\$24.16	\$24.65	\$25.14	\$25.65	\$26.17	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.63	\$31.24	\$31.87	\$32.51	\$33.17	\$33.82	\$34.51	\$35.18
Cook	\$23.74	\$24.35	\$24.95	\$25.57	\$26.21	\$26.86	\$27.54	\$28.22	\$28.93	\$29.65	\$30.39	\$31.09	\$31.78	\$32.50	\$33.23	\$33.98	\$34.74	\$35.51	\$36.31	\$37.13	\$37.96
Delivery Tech	\$23.47	\$23.95	\$24.43	\$24.92	\$25.41	\$25.92	\$26.44	\$26.97	\$27.51	\$28.06	\$28.62	\$29.19	\$29.78	\$30.37	\$30.98	\$31.60	\$32.23	\$32.87	\$33.52	\$34.20	\$34.88
Endoscopy Tech	\$23.80	\$24.26	\$24.75	\$25.24	\$25.75	\$26.26	\$26.79	\$27.33	\$27.88	\$28.44	\$29.02	\$29.60	\$30.20	\$30.82	\$31.43	\$32.06	\$32.70	\$33.35	\$34.02	\$34.68	\$35.39
ENVIRONMENTAL SVCS TECH	\$23.00	\$23.46	\$23.94	\$24.42	\$24.91	\$25.40	\$25.91	\$26.43	\$26.96	\$27.50	\$28.05	\$28.61	\$29.18	\$29.76	\$30.36	\$30.97	\$31.58	\$32.22	\$32.86	\$33.51	\$34.18
Environmental Svcs Specialty Tech	\$23.69	\$24.16	\$24.65	\$25.14	\$25.65	\$26.17	\$26.70	\$27.23	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.63	\$31.24	\$31.87	\$32.51	\$33.17	\$33.82	\$34.51	\$35.18
EQUIPMENT TECH	\$23.80	\$24.26	\$24.75	\$25.24	\$25.75	\$26.26	\$26.79	\$27.33	\$27.88	\$28.44	\$29.02	\$29.60	\$30.20	\$30.82	\$31.43	\$32.06	\$32.70	\$33.35	\$34.02	\$34.68	\$35.39
HEALTH UNIT SCHEDULER COORDINATOR	\$24.51	\$25.00	\$25.50	\$26.00	\$26.52	\$27.05	\$27.59	\$28.14	\$28.70	\$29.28	\$29.86	\$30.46	\$31.06	\$31.69	\$32.32	\$32.96	\$33.62	\$34.30	\$34.98	\$35.68	\$36.39
IMAGING CLERK	\$23.67	\$24.14	\$24.63	\$25.12	\$25.63	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.20	\$31.82	\$32.46	\$33.11	\$33.78	\$34.46	\$35.14
INVENTORY TECH	\$22.69	\$23.14	\$23.60	\$24.08	\$24.55	\$25.05	\$25.56	\$26.08	\$26.58	\$27.10	\$27.64	\$28.19	\$28.76	\$29.33	\$29.92	\$30.52	\$31.13	\$31.74	\$32.38	\$33.02	\$33.70
MAIL CLERK	\$22.52	\$22.97	\$23.43	\$23.90	\$24.39	\$24.87	\$25.37	\$25.88	\$26.40	\$26.93	\$27.47	\$28.02	\$28.58	\$29.15	\$29.73	\$30.33	\$30.93	\$31.55	\$32.18	\$32.82	\$33.48
RECEIVING CLERK	\$22.69	\$23.14	\$23.60	\$24.08	\$24.55	\$25.05	\$25.56	\$26.06	\$26.58	\$27.10	\$27.64	\$28.19	\$28.76	\$29.33	\$29.92	\$30.52	\$31.13	\$31.74	\$32.38	\$33.02	\$33.70
MONITOR TECH-HEALTH UNIT COORD	\$24.51	\$25.00	\$25.50	\$26.00	\$26.52	\$27.05	\$27.59	\$28.14	\$28.70	\$29.28	\$29.86	\$30.46	\$31.06	\$31.69	\$32.32	\$32.96	\$33.62	\$34.30	\$34.98	\$35.68	\$36.39
NUTRITION ASSISTANT I	\$22.54	\$23.00	\$23.45	\$23.92	\$24.41	\$24.90	\$25.39	\$25.90	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.95	\$31.57	\$32.21	\$32.84	\$33.50
NUTRITION ASSISTANT II	\$23.67	\$24.14	\$24.63	\$25.12	\$25.63	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.20	\$31.82	\$32.46	\$33.11	\$33.78	\$34.46	\$35.14
RECEIVING CLERK II	\$22.80	\$23.26	\$23.72	\$24.19	\$24.68	\$25.18	\$25.68	\$26.20	\$26.73	\$27.27	\$27.81	\$28.36	\$28.92	\$29.49	\$30.08	\$30.67	\$31.29	\$31.93	\$32.56	\$33.22	\$33.87
UNIT COORDINATOR	\$24.51	\$25.00	\$25.50	\$26.00	\$26.52	\$27.05	\$27.59	\$28.14	\$28.70	\$29.28	\$29.86	\$30.46	\$31.06	\$31.69	\$32.32	\$32.96	\$33.62	\$34.30	\$34.98	\$35.68	\$36.39
STERILE PROCESSING TECH	\$27.09	\$27.90	\$28.74	\$29.60	\$30.49	\$31.41	\$32.35	\$33.31	\$34.32	\$35.36	\$36.41	\$37.50	\$38.63	\$39.78	\$40.58	\$41.39	\$42.22	\$43.07	\$43.93	\$44.81	\$45.72
Central Supply Clerk (grandfathered)	\$26.15	\$26.67	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.20	\$31.82	\$32.46	\$33.11	\$33.78	\$34.46	\$35.14	\$35.84	\$36.56	\$37.29	\$38.03	\$38.79

Year 4 November 1, 2027

Job Title	BASE	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10	YR 11	YR 12	YR 13	YR 14	YR 15	YR 16	YR 17	YR 18	YR 19	YR 20
CAREAS/HEALTH UNIT COORD	\$25.49	\$26.00	\$26.52	\$27.04	\$27.58	\$28.13	\$28.69	\$29.27	\$29.85	\$30.45	\$31.05	\$31.68	\$32.30	\$32.96	\$33.61	\$34.28	\$34.96	\$35.67	\$36.38	\$37.11	\$37.85
CNA	\$24.64	\$25.13	\$25.64	\$26.15	\$26.68	\$27.22	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.63	\$31.24	\$31.86	\$32.49	\$33.14	\$33.81	\$34.50	\$35.17	\$35.89	\$36.59
Emergency Room Technician	\$26.74	\$27.40	\$28.10	\$28.79	\$29.53	\$30.26	\$31.02	\$31.80	\$32.59	\$33.42	\$34.25	\$35.10	\$35.97	\$36.87	\$37.79	\$38.74	\$39.72	\$40.72	\$41.72	\$42.76	\$43.84
TRANSPORTER CNA	\$24.64	\$25.13	\$25.64	\$26.15	\$26.68	\$27.22	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.63	\$31.24	\$31.86	\$32.49	\$33.14	\$33.81	\$34.50	\$35.17	\$35.89	\$36.59
Cook	\$24.69	\$25.32	\$25.95	\$26.59	\$27.26	\$27.93	\$28.64	\$29.35	\$30.09	\$30.84	\$31.61	\$32.33	\$33.05	\$33.80	\$34.56	\$35.34	\$36.13	\$36.93	\$37.76	\$38.62	\$39.48
Delivery Tech	\$24.41	\$24.91	\$25.41	\$25.92	\$26.43	\$26.96	\$27.50	\$28.05	\$28.61	\$29.18	\$29.76	\$30.36	\$30.97	\$31.58	\$32.22	\$32.86	\$33.52	\$34.18	\$34.86	\$35.57	\$36.28
Endoscopy Tech	\$24.75	\$25.23	\$25.74	\$26.25	\$26.78	\$27.31	\$27.86	\$28.42	\$29.00	\$29.58	\$30.18	\$30.78	\$31.41	\$32.05	\$32.69	\$33.34	\$34.01	\$34.68	\$35.38	\$36.07	\$36.81

ENVIRONMENTAL SVCS TECH	\$23.92	\$24.40	\$24.90	\$25.40	\$25.91	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.95	\$31.57	\$32.21	\$32.84	\$33.51	\$34.17	\$34.85	\$35.55
Environmental Svcs Specialty Tech	\$24.64	\$25.13	\$25.64	\$26.15	\$26.68	\$27.22	\$27.77	\$28.32	\$28.88	\$29.45	\$30.04	\$30.63	\$31.24	\$31.86	\$32.49	\$33.14	\$33.81	\$34.50	\$35.17	\$35.89	\$36.59
EQUIPMENT TECH	\$24.75	\$25.23	\$25.74	\$26.25	\$26.78	\$27.31	\$27.86	\$28.42	\$29.00	\$29.58	\$30.18	\$30.78	\$31.41	\$32.05	\$32.69	\$33.34	\$34.01	\$34.68	\$35.38	\$36.07	\$36.81
HEALTH UNIT SCHEDULER COORDINATOR	\$25.49	\$26.00	\$26.52	\$27.04	\$27.58	\$28.13	\$28.69	\$29.27	\$29.85	\$30.45	\$31.05	\$31.68	\$32.30	\$32.96	\$33.61	\$34.28	\$34.96	\$35.67	\$36.38	\$37.11	\$37.85
IMAGING CLERK	\$24.62	\$25.11	\$25.62	\$26.12	\$26.66	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.20	\$31.82	\$32.45	\$33.09	\$33.76	\$34.43	\$35.13	\$35.84	\$36.55
INVENTORY TECH	\$23.60	\$24.07	\$24.54	\$25.04	\$25.53	\$26.05	\$26.58	\$27.10	\$27.64	\$28.18	\$28.75	\$29.32	\$29.91	\$30.50	\$31.12	\$31.74	\$32.38	\$33.01	\$33.68	\$34.34	\$35.05
MAIL CLERK	\$23.42	\$23.89	\$24.37	\$24.86	\$25.37	\$25.86	\$26.38	\$26.92	\$27.46	\$28.01	\$28.57	\$29.14	\$29.72	\$30.32	\$30.92	\$31.54	\$32.17	\$32.81	\$33.47	\$34.13	\$34.82
RECEIVING CLERK	\$23.60	\$24.07	\$24.54	\$25.04	\$25.53	\$26.05	\$26.58	\$27.10	\$27.64	\$28.18	\$28.75	\$29.32	\$29.91	\$30.50	\$31.12	\$31.74	\$32.38	\$33.01	\$33.68	\$34.34	\$35.05
MONITOR TECH/HEALTH UNIT COORD	\$25.49	\$26.00	\$26.52	\$27.04	\$27.58	\$28.13	\$28.69	\$29.27	\$29.85	\$30.45	\$31.05	\$31.68	\$32.30	\$32.96	\$33.61	\$34.28	\$34.96	\$35.67	\$36.38	\$37.11	\$37.85
NUTRITION ASSISTANT I	\$23.44	\$23.91	\$24.39	\$24.88	\$25.39	\$25.90	\$26.41	\$26.94	\$27.48	\$28.03	\$28.59	\$29.16	\$29.74	\$30.34	\$30.94	\$31.56	\$32.19	\$32.83	\$33.50	\$34.15	\$34.84
NUTRITION ASSISTANT II	\$24.62	\$25.11	\$25.62	\$26.12	\$26.66	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.20	\$31.82	\$32.45	\$33.09	\$33.76	\$34.43	\$35.13	\$35.84	\$36.55
RECEIVING CLERK II	\$23.71	\$24.19	\$24.67	\$25.16	\$25.67	\$26.19	\$26.71	\$27.25	\$27.80	\$28.36	\$28.92	\$29.49	\$30.08	\$30.67	\$31.28	\$31.90	\$32.54	\$33.21	\$33.86	\$34.55	\$35.22
UNIT COORDINATOR	\$25.49	\$26.00	\$26.52	\$27.04	\$27.58	\$28.13	\$28.69	\$29.27	\$29.85	\$30.45	\$31.05	\$31.68	\$32.30	\$32.96	\$33.61	\$34.28	\$34.96	\$35.67	\$36.38	\$37.11	\$37.85
STERILE PROCESSING TECH	\$28.17	\$29.02	\$29.89	\$30.78	\$31.71	\$32.67	\$33.64	\$34.64	\$35.69	\$36.77	\$37.87	\$39.00	\$40.18	\$41.37	\$42.20	\$43.05	\$43.91	\$44.79	\$45.69	\$46.60	\$47.55
Central Supply Clerk (grandfathered)	\$27.20	\$27.74	\$28.29	\$28.85	\$29.42	\$30.00	\$30.60	\$31.20	\$31.82	\$32.45	\$33.09	\$33.76	\$34.43	\$35.13	\$35.84	\$36.55	\$37.27	\$38.02	\$38.78	\$39.55	\$40.34

2023-2028

Memorandum of Understanding

ST. JOSEPH MEDICAL
CENTER Tacoma, Washington
and
SEIU HEALTHCARE 1199NW

Additional understandings reached during negotiation process include:

1. Staffing Meeting. At the union's request, the Hospital's Chief Operating Officer (COO) and Chief Nursing Officer (CNO), will meet and review staffing concerns with employees following ratification of the new union contract. Up to Ten (10) bargaining unit members may attend the meeting. A representative from SEIU and the SJMC Human Resources Director may also attend. The meeting will take place within sixty (60) days of ratification and last up to 90 minutes. Employees attending the meeting will be paid for time spent at the meeting. Employees attending the meeting will be paid for time spent at the meeting. The COO and CNO will communicate in writing any decision made or follow-up steps in relation to the concerns raised in the meeting no later than twenty-one (21) days following the meeting. At the Union's request, the same participants shall convene in the same format (regarding the number of participants, paid release time, and meeting length) at six (6) months following the staffing meeting, for the purpose of both management and the Union following up on the progress and current state of the staffing issues raised at the initial staffing meeting.
2. EVS Weekend Scheduling. The Employer shall maintain the current practice of generally scheduling EVS employees with every other weekend off. This does not preclude EVS employees from volunteering to work consecutive weekends.
3. Labor-Management Committee. In recognition of the parties' joint commitment to quality patient care and to support collaboration the parties commit to increasing the number of LMC meetings in year one of this contract from six (6) to nine (9). Within twenty-one (21) days of ratification, the parties shall meet and agree on a schedule for up to nine (9) one hour LMC meetings to occur no more frequently than monthly. A staff person from the Union and an HR representative shall also attend.
4. Article 6.9 Unit Merger/Restructure it shall be within the authority of the Labor-Management Committee to review and recommend appropriate practices for conducting unit mergers and/or restructures for the purpose of promoting "best practices" in the transition process and to promote quality patient care and services. This can include a retrospective review of unit mergers and restructures for the purpose of evaluating practices utilized during unit mergers and restructures that have already occurred. The Committee may make recommendations to the Union and to Human Resources regarding practices it believes can better effectuate unit mergers and restructures in the future.

5. Wages. For any employee not receiving a 3% increase at ratification, provide a lump sum cash equivalent representing the difference between 3% and the percent increase to base for their position. Payable within two pay periods of ratification.

6. Medical Premiums. Bargaining unit members shall not be required to pay higher premiums than other employees at St. Joseph Medical Center are required to pay.

7. Wellness Initiatives. The Employer and the Union share a mutual interest in researching best practices in cost containment features and the benefits that ensure quality but also address increasing costs. To achieve these ends, the Labor-Management Committee may add wellness initiatives as an agenda item to include but not limited to:

- a. Understanding bargaining unit employee utilization
- b. Reviewing St. Joseph Medical Center wellness program results with the goal of improving health outcomes;
- c. Education regarding preventative care; and
- d. Education regarding the use of generic drugs as a key pharmacy benefit.

8. Health Bonus. For 2024 year – If a wellness incentive is not offered in benefit plan year 2024, or if it reduced below \$450, those employees who participate in a CHI Franciscan Health benefit plan will be entitled to a Health Bonus up to \$450 based on participating in a hospital-based program designed to encourage wellness activities in calendar year 2024. The hospital-based program will be designed by management with input from the Labor Management Committee. Any earned health bonus will be paid in a lump sum in the first pay period of February 2025 as part of the employee's regular pay and subject to applicable tax withholding. In order to receive the payment, the individual must be employed on the date of payment. The same benefit will be maintained in 2025 and 2026 and payable in a lump sum in the first full pay period of February 2026, and February 2027 respectively. The union and employer agree that this obligation will end December 31, 2027.

9. Medical Assistance. In addition to information ordinarily provided to patients, annually in the spring, the Employer will send a letter to employees' homes providing details about Franciscan Health System's charity care program for patients. The letter will include information such as how financial aid can be accessed; eligibility requirements; required documentation; and timelines to apply for assistance.

10. Financial Assistance. St. Joseph Medical Center employees may benefit from the same financial assistance that the organization offers to all patients. Obtaining financial assistance is an interactive process that involves participation of the employee. With regard to employees who are also patients at the organization when assistance is sought by the Employee, the Employer commits to its policy of offering assistance to resolve medical debt prior to referring the employee to collections. The Employer will send the attached letter, with the appropriate annual modifications to dollar figures, to employees to satisfy MOU (12) regarding providing information about the charity care program.

11. Employee Protected Health Information. No one in the HR Department or any supervisor will have access to personal health information related to health insurance.

12. Training Fund. SEIU agrees to work collaboratively with SJMC in promoting the fund and ensuring all services workers are made aware of opportunities available through the fund.

13. 403b Tax-Sheltered Annuity Plan. The Employer's former 403b tax-sheltered annuity retirement plan is frozen. Employees who have an existing vested balance in the plan will retain that based on plan requirements.

14. Grandfathered CS Clerk Title. Grandfather incumbents as of date of ratification at CS Clerk title and rate. All new hires to be brought in at Inventory Tech title and rate.

15. Catholic Health Initiatives Business Relationships for Contract Term. Over the course of negotiations, the Union raised concerns regarding the potential impact on bargaining unit employees of a potential business transaction between Catholic Health Initiatives (CHI) and Dignity Health. To address these concerns as they may relate to the impact on bargaining unit employees at St. Joseph Medical Center ("the Medical Center"), the Medical Center attests that any new relationship involving CHI and Dignity Health or any comparable new relationship between CHI and any other entity will have no impact on bargaining relationships or the contractual terms and conditions of employment for bargaining unit employees employed by the Medical Center. The 2020-2023 collective bargaining agreement will continue unaffected through any new relationship between CHI and Dignity Health or through any comparable new relationship between CHI and any other entity for the contract term.

16. PTO Donations for Collective Bargaining. Employees participating in union negotiations will be eligible to receive donated paid time off (PTO) hours from other bargaining unit employees subject to the following:

a. Donations may be collected anytime during negotiations and up to thirty (30) days post ratification.

b. Donations must be in increments of one (1) full hour of work, signed by the donor and submitted on a mutually agreeable form.

c. SEIU will provide the Human Resources Department with copies of the signed/submitted donation forms and an Excel spreadsheet showing the distribution of hours for respective bargaining team members.

d. PTO hours will be disbursed to respective bargaining team members' PTO bank within two pay periods following receipt of the disbursement instructions from the union.

e. The donations and disbursements will be hour for hour.

17. Inclement Weather and Disaster Response. The Employer and employees will follow and otherwise be subject to Policy 215.00, (“Inclement Weather and Disaster Response”). In the event inclement weather or a disaster necessitates that an employee remain at the hospital, the Employer shall provide sleeping accommodations.

18. Electronic Communication. The Employer will provide communication, including responses to requests for information from the union, electronically. When requested by the Union, and practicable, the Employer will provide information in a common electronic format for example Excel or Word format.

19. Public Health Emergency & Infectious Disease. In the case of a declared State of Emergency involving a public health crisis creating special circumstances affecting the operations of the Hospital, the Hospital and the union, upon request, will meet to discuss safety measures. To ensure the safest possible work environment, the Hospital shall maintain and periodically review an Infection Control Prevention Plan in accordance with State and/or Federal Law. Copies of the Infection Control Prevention Plan shall be available to the Union upon request.

Screening: In the case of a suspected outbreak of a communicable disease during a declared state of emergency and when the Employer requires screening and/or testing for such communicable disease, the Employer shall offer such screening and/or testing for bargaining unit members at no cost to the employee and provide testing results as soon as practicable.

PPE: Personal protective equipment will be provided and readily available in accordance with CDC, OSHA, and WISHA guidelines.

Training: The Employer will provide employees with training on the use of proper work methods and protective equipment required to perform hazardous duties. Matters arising that relate to the physical work environment, employee safety training or employee safety equipment should be presented to the supervisor immediately. The employee may also take steps to have the issue presented to the Safety Committee.

20. Audit of Past Experience. For a period of One hundred and twenty (120) days after ratification, current employees shall be able to request an audit of their past experience and have their step adjustment per the following process:

- Employees will submit an attestation form regarding their past experience and step placement to the union and the employer.
- The Employer shall notify the employee in writing within thirty (30) days of the form being submitted of its determination as to the appropriate step placement.

No member shall see a decrease in pay, a reduction of their current step, or be redlined as a result of this audit. No member will be moved up per 8.13.1 of the contract due to another member being moved due to this process.

For this audit, all members will be evaluated to see if they were placed per the terms of this agreement. During the audit, the Employer will consider any new information the member presents about their experience.

If there is no mutual agreement on the placement on the new higher step, the member shall have access to the grievance procedure. Grievances must be submitted within fourteen (14) days from receiving their response from the Employer.

21. EVS Certification Program. The parties will meet within one hundred eighty (180) days of ratification to determine a plan for a voluntary program for certification for Environmental Services employees through the SEIU Healthcare 1199NW Training Fund. The SEIU Healthcare 1199NW Multi-Employer Training Fund shall participate in the meeting. The parties shall decide on criteria for EVS staff to participate in the program, with the goal that all staff who wish to participate in the program shall have the opportunity to do so over the course of the Collective Bargaining Agreement, taking into consideration employer needs. EVS staff who become certified and maintain certification shall be paid \$1.00/hour premium above their base rate of pay.

22. Bonus. The Employer agrees to pay each bargaining unit employee (as defined in the collective bargaining agreement) who is actively employed as of the date of ratification of the parties' newly negotiated collective bargaining agreement a bonus in the total gross amount of \$2,000 ("Bonus"). Payment will be based on the employee's FTE status on the date of ratification. 0.9 FTE employees will count as a 1.0 FTE. Per Diem employees will count as a 0.2 FTE employee. The Bonus shall be less all amounts as are required to be withheld by law. The Bonus shall be payable within ten (10) days of the membership's ratification of the newly negotiated collective bargaining agreement by and between the Union and the Employer.

Memorandum of Understanding
by and between
St. Joseph's Medical Center
and
SEIU 1199NW
(for the duration of the 2023-2028 Agreement)
Commitment to Workplace Safety & Violence Prevention

Both parties recognize the importance of the safety of all employees. To ensure we have a safe workplace the following measures shall be put in place:

- The Labor Management Committee (LMC) will evaluate safety and security issues impacting the bargaining unit members and bring forth concerns to the hospital Safety Committee. The site security supervisor or designee will attend the monthly LMC if invited for the safety and security portion of the meeting. This discussion should occur at the beginning of the meeting.
- The Medical Center will revise its protocols for searches of patients and visitors. These guidelines will include use of metal-detector wands by security staff.
- By September 1, 2025, the Hospital will conduct a minimum 180-day pilot of a visitor registration and badging system for use from, minimally, 2100-0600. Any such program shall ensure that the Hospital remains in compliance with all applicable patient access laws. The Hospital commits to providing data regarding the use and experience of the pilot program, including all data available to measure the metrics, on a monthly basis to all members of the Hospital Safety Committee. The effectiveness of the pilot will be reviewed with and presented in writing to the Hospital Safety Committee.
- If an employee feels threatened by a patient, family member, or visitor, that employee may request an immediate security response, intervention, or threat assessment.
- All employees shall either have a communication device or a high pitched security whistle, if requested.
- The employer will adhere to the Safety and Security requirements of RCW 49.19
- The employer commits to basic de-escalation training for all bargaining unit members. Additional training will be available to patient care staff, either virtually or in person, in accordance with their role.
- The Hospital will not discourage an employee from filing a police report or any agency claims as a result of the employee being subject to workplace violence. The Hospital will not retaliate against, discriminate, or harass any employee who has been subject to workplace violence, or who has filed a report or claim as a result of an incident of workplace violence.
- Within one hundred twenty (120) days of ratification, management from Security Services and Facilities Services will meet with the safety committee and ER staff to understand safety concerns within the ER space (examples: charting station positions, backs turned to curtained rooms that hold high security patients, etc.), evaluate the requested modifications, provide a written response to the safety committee to address each request, and the plan to implement any agreed upon safety changes.

Memorandum of Understanding
by and between
St. Joseph's Medical Center
and
SEIU 1199NW (for the duration of the 2023-2028 Agreement)
Emergency Department Weapon Detection Pilot Program

No later than one year after ratification, the hospital will start a Weapon Detection pilot program by installing and staffing a Weapon Detection system in the Emergency Department. This pilot program is above and beyond the available wands per the Memorandum of Understanding in the Contract for Term of 2023-2028 Agreement Only Commitment to Workplace Safety & Violence Prevention Plan.

Any objective data or reports of incidents in which the weapon detection system was engaged, including all reports of weapons or contraband detected and/or confiscated, will be shared by the Medical Center monthly to members of the Safety Committee.

Upon expiration of the contract, the pilot program will end and management will notify the union of its continued usage or end of the Weapon Detection System at St. Joseph's Medical Center. The Medical Center will provide a written explanation of the reasons for its decision, focusing primarily on objective data of workplace violence incidents. The decision shall be primarily based on the objective data that was provided to the Safety Committee.

Memorandum of Understanding
by and between
St. Joseph's Medical Center
and
SEIU 1199NW
(for the duration of the 2023-2028 Agreement)
EVS Staffing Structure

Within ninety (90) days of ratification, the parties will create an Environmental Services (EVS) as an agenda topic as part of the Labor Management Committee (LMC). This committee will review operations of the EVS department based on data. Union representatives will be chosen by the Union. Members of this committee shall be compensated for their attendance at committee meetings at their appropriate rates of pay.

Purpose:

The parties recognize that environmental services work spans across the entire facility and plays an essential role in patient throughput, patient satisfaction and caregiver satisfaction. The parties agree that EVS consistent area assignments, foster teamwork, expertise, and a clean care environment. During the term of this Agreement, the hospital will not change the current process of EVS assignments without prior discussion in the LMC absent exigent circumstances.

While efforts are made to allow for regular assignments, employees may be assigned to other areas to ensure that throughput and patient needs are addressed. The Employer will endeavor to have consistency in work assignments whenever possible.

Process for Escalating Assignment and Staffing Concerns:

EVS staff with concerns about their assignment or staffing should address concerns with their supervisor. Staffing and workload issues should be addressed promptly at the time of occurrence, during the escalation process the caregiver may refer to industry standards.

The escalation may be resolved through resources such as adjustments in assignments, the use of other staffing resources (e.g., calling in additional staff, moving staff from another area assignment), adjustments to work loads, adjustments to work schedules, or other resources. To assist in addressing an EVS Tech's immediate concern, the lead and/or EVS Tech shall have the authority to take the steps outlined below:

- Take the concern to the Supervisor;
- Contact the manager (manager on call or designee) for additional assistance;
- Escalate urgent, unaddressed concerns through the Director.

EVS Techs will not be counseled, disciplined, and/or retaliated against for escalating staffing concerns.

Assignments and Relief:

EVS staff will be trained and oriented to any area they are expected to work and float. EVS staff, who are floated may raise a concern about the new area of floating and management will ensure the staff member is properly oriented before they are deployed.

Workplace Safety

1. The LMC will discuss patterns and trends related to workplace safety, injury, and light duty, as well as cleaning and disinfectant products utilized by the employer.
2. Cart Maintenance. To help prevent workplace injury and ensure the safety of all EVS staff, the employer commits to maintaining quality carts for EVS staff to use throughout the hospital. Carts with significant repairs needed will be prioritized for replacement. Employees are to report any issues concerning equipment (including carts) that need repair and/or maintenance to their supervisor.

Dear VMFH employee,

Providing access to health care has been central to our mission since the Sisters of St. Francis founded our first hospital in Tacoma more than a century ago. We continue their legacy today by serving individuals and their families with needed health care services regardless of their ability to pay.

Below is information about our financial assistance program that we are sharing with VMFH employees for your reference. If you talk with patients, their families, or community members who have concerns about being able to pay for necessary health care services, please encourage them to learn more about our program. VMFH employees and their family members may also benefit from the same assistance we offer to patients in similar circumstances.

In 2023, we incurred costs of more than \$153,936,000 in providing free and reduced-cost care for individuals who could not afford to pay for necessary medical services. To determine eligibility for financial assistance, we consider:

1. **Medical necessity of services.** Necessary services are those which save one’s life, make one well, or prevent a condition from becoming worse. In determining what is a necessary service, VMFH hospitals follow all requirements of the federal Emergency Medical Treatment and Labor Act, Section 246-453-010 of the Washington Administrative Code and applicable laws and regulations.
2. **Ability to pay for services.** We base our determination of eligibility for financial assistance on family income and household size. In order to make a final determination regarding eligibility for financial assistance, an applicant is required to complete a Financial Assistance Application, provide a single form of income verification per source of income, and must reasonably cooperate with VMFH. **Assistance may be available to patients with family income less than or equal to 400% of the U.S. Dept. of Health and Human Services Federal Poverty Guidelines.** Patients may also be eligible for assistance if paying the full cost of care would cause them to become impoverished. As of 2024, the current U.S. Dept. of Health and Human Services Federal Poverty Guidelines are as follows:

Number of Persons in Family/Household	Family income that is 400% of the federal poverty level
1	\$60,240
2	\$81,760
3	\$103,280
4	\$124,800
5	\$146,320

When one of our patients registers, they are told financial assistance is available to patients who qualify, and are provided with a summary of VMFH's Financial Assistance Policy or directed to the website where they can view the summary.

Patients who are uninsured, express an inability to pay, or have an interest in seeking financial assistance are provided with a packet of information that includes the Financial Assistance Application and contact information for an eligibility specialist who can answer questions and assist the patient with completing the application. To apply for assistance, the patient must complete and submit the Financial Assistance Application along with required attachments.

Patients can apply for and receive assistance. After receiving a completed application with required attachments, VMFH will then notify the patient in writing within 30 calendar days to confirm eligibility and amount of assistance. If the patient is ineligible, they will receive a brief explanation of the reason.

For more details about our program or to access application materials (available in several languages), please visit our public website at <https://www.vmfh.org/billing-insurance/financial-assistance-discounts> or call 866-779-4347, option 2.

Thank you for continuing the Sisters' legacy of serving those in need with compassion and dignity.