

**Allina Health / Minnesota Nurses Association
2016 Metro Negotiations**

The following tentative agreement has been reached by Allina Health (on behalf of Abbott Northwestern Hospital and Phillips Eye Institute, Mercy Hospital, United Hospital, and Unity Hospital) and the Minnesota Nurses Association.

Second Tentative Agreement reached on July 15, 2016:

1. The parties agreed to modify Article 13 (Educational Development) of the Unity Hospital contract as described in the attached Exhibit A.

The parties reserve the right to make proposals regarding the total tuition reimbursement and workshop dollars available under the contracts for the applicable contract.

2. The parties agreed to modify Appendix A of each contract to add Doctor of Nursing Practice as a recognized degree and eliminating restriction on Master's of Psychology degrees as described in Exhibit B.

EXHIBIT A

13. **EDUCATIONAL DEVELOPMENT:**

It is the mutual purpose of the Minnesota Nurses Association and the ~~hospital~~Hospital to encourage each nurse to continue and pursue her or his professional interest and education in nursing. Provision has been made in ~~Section~~ "Article 12 (Leave of Absence)" for appropriate leaves of absence for educational purposes.

A. Tuition Reimbursement:

~~The hospital~~The Hospital shall pay the nurse minimum reimbursement in the amount of one hundred percent (100%) of tuition and required fees and books, up to three thousand five hundred (\$3,500) dollars ~~(\$3,000.00)~~ per year for educational course work at an accredited institution under the ~~following~~ circumstances:

1. The ~~hospital~~Vice President of Patient Care or designee must approve the proposed course or sequence of ——— studies as having a reasonable relation to the nurse's professional employment.
2. The nurse must sign a certificate that she or he will continue to or return to work ~~in at~~ the ~~Allina System~~Hospital for at least one (1) year after completion of the course or sequence of studies. If a nurse fails to continue to or return to work for at least one (1) year, the repayment shall be prorated based on the amount of time the nurse continues to work for the ~~hospital~~Hospital. Nurses who have 20,800 seniority hours or more at the time of termination shall not be required to make any repayment. At the time of layoff~~;~~₂, a nurse will continue to be eligible for reimbursement as provided in this ~~section~~Section for courses previously approved and shall not be required to repay the ~~hospital~~Hospital any reimbursement which would otherwise be required to be repaid.
3. Payment shall be made upon satisfactory completion of each course for which reimbursement has been requested, provided that the nurse ~~repays~~shall repay the ~~hospital~~Hospital any reimbursement she or he has been paid hereunder to the extent that she or he does not continue to or make herself or himself available to return to work at the ~~hospital~~Hospital for at least one (1) year after completion of the course or sequence of studies.
4. A nurse may receive an advance payment of amounts provided in this ~~section~~Section subject to meeting the eligibility conditions set forth herein. The nurse shall repay the amount advanced if the course is not satisfactorily completed or if the nurse fails to remain in the employ of the ~~hospital~~Hospital as provided in ~~subparagraph~~Subparagraph 3.

B. Schedule Accommodations:

A nurse making satisfactory progress toward completion of a nursing or related degree may temporarily reduce hours in a manner that is mutually agreed ~~upon~~ between the ~~hospital~~Hospital and the nurse in order to accommodate completion of the degree.

~~_____~~ A nurse may also be granted scheduling accommodations (without reduction of hours) in a manner mutually agreed upon between the nurse and the ~~hospital~~Hospital to facilitate the nurse completing the degree.

C. Workshops, Courses, and Other Educational Programs:

A benefit-eligible nurse may use up to ~~five~~seven hundred ~~fifty~~ dollars (\$~~500.00~~750.00) per year, paid at one hundred percent (100%) of the amount provided in this ~~section~~Section for workshops, courses, and other types of educational programs that are:

1. Part of a plan to prepare the nurse for a second clinical service. The nature of the program shall be determined by agreement between the nurse and ~~the hospital~~Hospital, taking into account the ~~hospital's~~Hospital's needs and the nurse's interest. Nurses participating in such program shall receive reimbursement for approved courses taken thereunder upon satisfactory completion of the workshop, course, or educational program. Nurses so participating shall be given preference in floating to the secondary clinical area and agree to float to such area as needed.

~~_____~~ Participation in the program shall be voluntary and completed on the nurse's own time. The provisions of this subsection shall be applicable only to nurses regularly working at least thirty-two (32) hours per two- (2) week pay period at the time of the agreement between the nurse and the ~~hospital~~Hospital, or

- ~~_____~~ 2. ~~_____~~ Preparing for national certification for the nurse's area of practice, including ~~re-certification.~~ ~~(A list of currently recognized certification programs is attached as~~ recertification (see Appendix A - Recognized Degree and Certification Programs), or
3. Related to complementary therapies that may enhance the nurse's skills, or
4. Related to the nurse's clinical area of practice.
5. Clinical Materials: Clinical materials ~~(, for example, resource books, guides, tapes, videos)~~ required by or related to workshops, courses, and other educational programs ~~(, including on-line and independent study~~

programs that provide nursing CEUs), will be covered under this benefit as approved by the unit manager.

~~(The sitting fee for the initial certification paid for by the Employer does not count towards the nurse's educational limit.)~~

D. Required Education Subsequent to Employment:

~~Definition: Any~~ Defined as any education required by the hospital subsequent to employment. This education shall be provided during the ~~nurse's~~ nurse's work agreement without assignment of patients unless otherwise agreed to in advance, pursuant to the Contract agreement and with the expenses thereof paid by the hospital. Educational activities and courses ~~(as indicated on the Allina-wide classroom/study time list)~~ which include, but is not limited to, competencies, e-learning, learning packets, compliance, etc. shall include mutually agreed upon pre-determined amounts of classroom and study time. Educational activities that require prep or study time will be defined annually on the study time chart.

1. This required education includes RN role, responsibility, and requirements. This may also include new job responsibilities for which no previous training or work experience was completed.
2. **Role Driven Competencies:**
Competency validation is necessary to safely operate equipment or to learn established work procedure. Competency validation/education is necessary for new procedures/practices affecting the care delivered or work performed.
3. **Work Unit Requirements:**
May ~~include~~ be one-time activities or activities repeated as determined by the business unit/hospital.
4. Mandatory meetings and required education will be offered or made accessible to the registered nurse during or adjacent to the nurse's scheduled work shift. Alternate mechanisms such as video tapes, audio tapes, or self-study may be used.
5. **Study Time:**
~~Definition: Time~~ Defined as time spent outside the regular class time that is required to successfully complete the required activity. Educational activities that require prep or study time will be defined annually on the study time chart.

When there is a mandatory educational activity which requires a certain amount of preparation outside of the course or for a mandatory self-learning

packet that is required and is completed outside of work time, the employer is accountable to pay for that study time. If the employee cannot be competent without some outside work, the employer is accountable to pay for study time.

Courses which have pre-determined study time attached will include directions as to the maximum ~~amounts~~amount of study time to be paid and how to code study time for pay purposes.

6. **Continuing Education Credits (CEUs):**

- a. All courses/education that meet standards for granting continuing education units (CEUs) will provide CEUs.
- b. When new courses/education are developed, they will be developed to meet criteria for granting CEUs as long as course content meets standards.

E. **Orientation: Program:**

~~The Hospital and the Association agree that a planned systematic method of orientation to familiarize a newly employed or permanently transferred registered nurse will enhance the quality of patient care. There shall be an orientation program provided which shall be specified in writing and individualized based on the nurse's needs assessment, experience, and unit specific competencies and position requirements. To that end, the following shall apply:~~

- ~~1. Length of orientation shall be based on the nurse's experience and specific competencies. Any nurse who agrees to precept shall have his/her assignment reduced during the initial orientation period, based on the orientee's experience. If the initial orientation plan, including the adjustment of the preceptor workload, is not met, the time period will be adjusted. Day to day adjustment of assignments may occur in collaboration with the manager or designee.~~
- ~~2. Whenever feasible, orientation shall be conducted by the same person(s).~~
- ~~3. Determination of how an orientee's patient care assignment is counted toward staffing needs of a unit shall be based on the orientee's demonstration of specified competencies.~~
- ~~4. A nurse shall not be placed in any charge nurse position until the nurse has demonstrated the competencies which have been specified for that charge nurse.~~

~~New Registered Nurse Orientation Program:~~

1. New Registered Nurse Orientation Program: The parties agree that registered nurses who are in the first year of licensure or registered nurses with less than one (1) year of acute care experience or registered nurses who are ~~non U.S.-foreign-born and foreign-~~educated ~~or~~ with minimal U.S. _____ nursing experience shall be eligible for the following orientation program:

- a. An individualized orientation program will include assessment of ~~skills~~skill base and learning style for a minimum of eight ~~(8)~~ weeks, ~~excluding classroom time away from the unit.~~ The orientation period may be decreased by mutual agreement between the orientee, the preceptor, and the manager.
- b. Every effort will be made to schedule the orientee with no more than three ~~(3)~~ preceptors. ~~(Exceptions~~ (exceptions may need to be identified~~.)~~). The orientee will follow a preceptor's schedule where possible.
- ~~c. All newly hired Registered Nurses will receive up to eight (8) hours of orientation on each unit that the nurse will be required to float to. No nurse will be required to float or be eligible for excused absences until three (3) months after completion of the new nurse orientation program.~~

2. Experienced Nurse Orientation Program:

Registered Nurses who are hired with recent hospital experience from the same specialty area will have an individualized orientation program for a minimum of three to four weeks. Registered nurses who transfer within the bargaining unit will have a mutually agreed upon individualized orientation program. There are highly specialized areas that may require a longer period of orientation than three (3) to four (4) weeks.

3. Extensions of Orientation:

The orientee who fails to progress towards independent practice during orientation will be identified by the preceptor/educator prior to the middle of the orientation period. A meeting will occur between the orientee, preceptor(s), educator(s), and manager to identify and address barriers. If an extension of the orientation period is required, it will be handled on an individual basis. No disciplinary action regarding performance will occur during the orientation extension.

F. Preceptor Program:

The parties agree to develop a dedicated unit RN preceptor role. ~~This~~The designated preceptor role shall be voluntary, and posted on an individual unit, ~~and~~

~~shall last for~~ with a minimum of a two-years-at-a-time- (2) year commitment before being reposted. The position shall be available to nurses on a specific unit who are currently practicing as ~~registered nurses~~ Registered Nurses at the bedside ~~and maintain an FTE of .7 or above when possible.~~ The compensation for this role shall include ~~one dollar and fifty cents (\$1.50)~~ two dollars (\$2.00) per hour.

Preceptors shall be eligible for this compensation only when providing orientation to an RN orientee (excluding others such as students and interns). Paid training programs on teaching and preceptor training will be provided prior to the role starting and on an on-going basis to the core group of preceptors on each unit. Registered nurses who may fill in for the preceptor but who are not in the dedicated role shall only be eligible for the compensation if they assume the duties of the preceptor for a ~~specified period~~ minimum of ~~time greater than three (3)~~ four days ~~in any week, Saturday through Friday.~~

EXHIBIT B

Abbott Northwestern Hospital and Phillips Eye Institute

**APPENDIX A
RECOGNIZED DEGREE AND CERTIFICATION PROGRAMS**

Baccalaureate Degrees:

1. Bachelor of Science in Nursing
2. Bachelor of Arts in Nursing
3. Post-Baccalaureate Nursing or RN Certificate

Master's Degrees:

1. Master of Science in Nursing
2. Master of Arts in Nursing
3. Master of Public Health
4. Master of Social Work
5. Master of Psychology (~~must work in behavioral services~~)
6. Master of Healthcare Administration
7. Doctor of Nursing Practice

Mercy Hospital

**RECOGNIZED DEGREE AND CERTIFICATION PROGRAMS
APPENDIX A**

Baccalaureate Degrees:

1. Bachelor of Science in Nursing
2. Bachelor of Arts in Nursing
3. Post-Baccalaureate Nursing or RN Certificate

Master's Degrees:

1. Master of Science in Nursing
2. Master of Arts in Nursing
3. Master of Public Health
4. Master of Social Work
5. Master of Psychology (~~must work in behavioral services~~)
6. Master of Healthcare Administration
7. Doctor of Nursing Practice

United Hospital

RECOGNIZED DEGREE AND CERTIFICATION PROGRAMS APPENDIX A

Baccalaureate Degrees:

- Bachelor of Science in Nursing
- Bachelor of Arts in Nursing
- Post-Baccalaureate Nursing or RN Certificate

Master's Degrees:

- Master of Science in Nursing
- Master of Arts in Nursing
- Master of Public Health
- Master of Social Work
- Master of Psychology (~~must work in behavioral services~~)
- Masters of Healthcare Administration
- Doctor of Nursing Practice

Unity Hospital

APPENDIX A: RECOGNIZED DEGREE AND CERTIFICATION PROGRAMS

Baccalaureate Degrees:

1. Bachelor of Science in Nursing
2. Bachelor of Arts in Nursing
3. Post-Baccalaureate Nursing or RN Certificate

Master's Degrees:

1. Master of Science in Nursing
2. Master of Arts in Nursing
3. Master of Public Health
4. Master of Social Work
5. Master of Psychology (~~must work in behavioral services~~)
6. Master of Healthcare Administration
7. Doctor of Nursing Practice