

MERCY AND UNITY MNA RESPONSE
EXHIBIT F – WORKING ACROSS CAMPUSES

THE UNION AGREES TO THE FOLLOWING LANGUAGE FOR ALLINA’S EXHIBIT F

MCY-UTY/MNA
Effective Date: June 1, 2019
Expiration Date: June 1, 2022

LETTER OF UNDERSTANDING

between

**Mercy Hospital – Mercy Campus
Mercy Hospital – Unity Campus**

and

Minnesota Nurses Association

SUBJECT: Working Across Campuses

Registered nurses from one campus may voluntarily elect to work in a designated unit or units at the other campus. To be eligible to participate in this “other campus” program, the nurse must meet the following criteria:

1. The nurse must have received a “meets” or higher on her or his most recent performance evaluation.
2. The nurse must be up-to-date with annual competencies on her or his home unit, without re-mediation.
3. If a nurse is interested in this program, the nurse will contact the Patient Care Manager (PCM) of her or his “home” unit. The nurse will then contact the PCM for the “other campus” unit where the nurse would like to work, who will determine need for additional staff. The MNA Chairs at each campus will be notified of any nurse electing to work across campuses upon approval of the nurse’s request.
 - a. If the PCM for the “other campus” unit has concerns about a nurse becoming trained to her or his unit, there will be a discussion between the manager, the nurse, and, if requested, the MNA co-chairs. If consensus is not reached, the nurse will not be eligible to participate in the program. MNA Chairs at each campus will be notified of any nurse being denied the ability to voluntarily work across campuses.
4. The nurse must agree to at least a one-year time commitment, or other timeframe mutually agreed between PCM and nurse, to the “other campus” program. During that time, the

nurse must maintain the “other campus” unit’s specific unit-based competencies and have acceptable performance.

- a. Additionally, to maintain competence, the nurse will work in her or his “other campus” unit a minimum of one shift every two months, or as agreed upon per PCM and the nurse. This commitment must be fulfilled above nurse’s fte.

5. The nurse may pick up shifts in the “other campus” unit through the extra hours process used in the “other campus” unit. ~~in two ways:~~ The RN order of eligibility for extra hours/shifts shall be:

- a. Regularly scheduled nurses at non-OT, non-bonus
- b. Casual nurses up to their commitment
- c. Per Diem nurses up to their commitment
- d. Regularly scheduled nurses with bonus shift, overtime or bonus shift and overtime
- e. Casual nurses above their minimum commitment
- f. Per Diem nurses above their minimum commitment
- g. Cross Campus RNs
- h. Agency nurses

~~b. The nurse may pick up shifts through the extra hours process used in the “other campus” unit.~~

~~c. A nurse may also elect to be pre-assigned to work in the “other campus” unit so long as the shift would not result in overtime.~~

6. Any nurse approved for cross campus work will receive both a facility and unit orientation that shall be no less than ten (10) consecutive shifts in length. A nurse who is orienting at the “other campus” shall not be scheduled on their “home campus” (but still may pick up extra hours) until their orientation has been completed. During this orientation period the nurse shall not be expected to have an independent patient assignment and shall not be counted in the staffing grid/matrix on the unit they are assigned.

7. Nurses shall not be assigned hours outside of their “home” campus work agreement unless agreed to by the nurse.

8. “Home Campus” nurses shall not be required to float off their unit if a nurse from the “other campus” is working on their unit.

9. Nurses working on a campus other than their “home” campus shall not be assigned charge nurse duties while working in the “other campus”.

10. Nurses shall be paid a differential of seven dollars (\$7.00) per hour for all hours worked in the “other campus”. The nurse will accrue pay, benefits, and seniority at their “home” campus

11. In the event that any policies or procedures are not identical between both campuses cross campus nurses shall not be subject to discipline for failure to adhere to any policy or procedure not in effect in their “home” campus.

12. Cross Campus Investigations and Disciplinary Actions

- a. Nurses that are interviewed as part of an investigation in the “other campus” shall not be required to report to the “other campus” for interviews or statements or any other facet of the investigation. All investigatory actions shall be processed in their “home” campus.
- b. Nurses who are subject to discipline for events that may have occurred in the “other campus” shall be subject to disciplinary action in the “home” campus and shall not be disciplined by Management at the nurse’s “home” campus.

13. Nurses who are authorized to work on another campus shall have a written campus agreement that details which units the nurse and hospital have agreed they may work on and will be exempt from floating to units for which they have not been oriented. Such an agreement shall be submitted to the MNA Chairs upon agreement.

14. No nurse shall be disciplined as a result from a nurse failing to meet their minimum shift requirement.

15. Cross Campus Low Needs

a. Voluntary Low Needs

- i. Nurses who are working across campuses shall sign up for voluntary low needs in Kronos on the campus that they are working during that shift.
- ii. Voluntary low need requests for cross campus nurses will only be granted if no nurse working on the “home campus” has signed up for a voluntary low need.
- iii. If staffing calls nurses to offer voluntary low needs all “home campus” nurses will be offered voluntary low needs prior to a voluntary being offered to across campus nurse.

b. Mandatory Low Needs

- i. Mandatory low needs will be administered per the low need process of the campus that a nurse is assigned for that particular shift.
- ii. Cross campus nurses will be assigned a mandatory low need day prior to assigning a mandatory low need to any regularly scheduled working on their “home campus” regardless of overtime status or applicable bonuses that may apply to any “home campus” nurses.

16. Once staff have received confirmation of a shift, it is considered a regularly scheduled shift and may not be unconfirmed, but the nurse could be subject to the low need process.

This Letter of Understanding will sunset on June 1, 2022.

IF Allina agrees to Mercy Union Proposal #3 and Mercy Union Proposal #4