

## *OR RN Reorganization Task Force Newsletter*

March 22, 2013

### **SACRED HEART MEDICAL CENTER EXECUTIVE COMMITTEE**

**Chair**

Pam Van Voorhis, NICU

**Vice Chair**

Lynda Pond, LDR

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Vicki Edwards, RIC

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James Leaf, Ortho

Kevyn Paul, UD-ER

Kim Zenkere (Blair),  
7 N Oncology

Deborah Cater, Float Pool

### **OR RN REORGANIZATION TASK FORCE**

Karl Christman  
Jason Hopkins  
Jan Schroeder  
Kellie Spangler

Kathy Emerson and Jim  
Lemieux (staff elected  
representatives )

**Maureen Smith  
ONA Labor Relations  
Representative**  
smith@oregonrn.org  
**(541) 726-0772**



On March 12, 2013 the Operating Room (OR) Registered Nurse (RN) Reorganization Task Force (Task Force) met in preparation for the Hospital proposed OR reorganization. Members of the Task Force include OR Oregon Nurses Association (ONA) representatives: Karl Christman, Jason Hopkins, Jan Schroeder, Kellie Spangler and staff elected representatives Kathy Emerson and Jim Lemieux. Labor Relations Representative Maureen Smith from ONA's Economic and General Welfare department, was also in attendance.

**Staff Communication:** The Task Force agreed that timely communication to the RNs is essential. The Task Force agreed that email updates will primarily be used as well as meetings generally scheduled around 1515. Special arrangements will be made as necessary to communicate with the evening and night shift RNs.

**Reorganization Notification:** As of the date of this newsletter the Hospital has not notified ONA of their intent to proceed with OR RN reorganization. Section 14.3.1 of the collective bargaining agreement between ONA and Sacred Heart Medical Center (SH) states; "the Medical Center will provide the Association a detailed tentative reorganization plan at least 60 days in advance of the scheduled implementation date." Given that OR management has discussed the potential of an OR reorganization with staff since December 2012, the Task Force believes out of respect to the RNs,

the Hospital at a minimum prior to official notification of a pending reorganization, clearly and accurately explain the purpose of the reorganization and related matters. The Task Force has directed Maureen Smith to request a meeting between the hospital and Task Force in the very near future for this purpose.

**Reorganization and In-House RN Call:** Management has notified the RNs of their desire to have a complete OR team in house 24/7. Management believes that as part of their trauma service designation an OR RN must be in-house at all times. This would be a change from the RN's current call system. The Task Force will request clarification at the proposed meeting noted section two of this newsletter.

**Process and Rules during Reorganization:** The RN staff will be involved in developing the process and rules that will cover how the reorganization process takes place and bidding rules (bidding rules means each nurses' opportunity to choose an open position according to staff developed rules). The Task Force will hold meetings and provide examples of prior reorganizations using ONA information in the development of these rules. General topics that require rules include: job transfer/bid principals, seniority, vacant positions, special considerations, bidding process, rights of displaced OR nurses.

**Seniority during the Reorganization:** Seniority is an important

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component of reorganization. At this meeting the Task Force and Maureen believe that seniority for job transfer/bidding is based on house-wide seniority, not unit seniority. Staff should review their seniority to ensure accuracy. Once the Hospital notifies ONA of the planned reorganization ONA will request the latest unit seniority list which will be posted by the Task Force by e-mail. Since the O.R. has numerous start times including; 0700-1500, 0700-1700, 0900-1900, 1100-2100, 1300-2100, 1300-2300, 2300-0700 (there may be others not listed) the staff and Task Force must determine what hours are included in each seniority pool. A Seniority pool is a block of time a group of staff call their shift. At the simplest staff starting at 0700 to 1500, or 1500-2300 or 2300-0700 would be each included in their own seniority pool. With all the different start times in the OR

we need to determine who is in what seniority pool. There may be some historical reference we can use.

### **Ground Rules for Meeting**

**Operation:** The Task Force agreed on general meeting ground rules that will be used at Task Force Meetings as well as at staff meetings (see below). Reorganizations can be a difficult and emotional process which may significantly change the lives of some of our colleagues. The Task Force is committed to ensuring as transparent a process as possible that respects each individual needs but ensures fairness for all staff.

**Planning:** At this first meeting, the Task Force realized that at the moment there are many questions that we don't have answers for. The Task Force will methodically obtain the best answers possible and communicate them as clearly

as possible to staff. We also agreed that communication among the Task Force members as well as information to the staff can include incorrect information, unclear definitions, changes in position on a particular issue etc. We agreed to respectfully request issue clarification. The Task Force will identify one member of the Task Force who staff can send e-mail questions or requests for clarification. It will be the responsibility of that Task Force member to provide the staff the current position of the Task Force or staff developed reorganization rules etc. Probably a thankless job. The Task Force would like to develop an e-mail "fact sheet" that lists the common questions and answers as well as meeting notices, and developed processes/rules. The Task Force was pleased with this initial meeting and enthusiastic in their support of the RNs.

## **GROUND RULES FOR MEETING OPERATION**

- Start / end our meetings on time
- Members will read materials, minutes and be prepared to discuss at meetings
- Stay on task; no side conversations
- Listen to others and don't interrupt
- We will follow an agenda
- Operate on consensus – seek general agreements all can "live with"
- Make decisions based on clear information
- Bring closure to decisions
- Identify actions that result from decisions
- Committee members will support committee recommendations
- Agree on what information goes "out" and what stays in the group.
- Accept the fact that there will be differences of opinion.
- We will honor brainstorming without being attached to our own viewpoint.
- We will keep our own notes of the meetings
- Attack the problem, not the person - "no blame game"
- Share time so that all can participate
- People will speak when recognized
- Don't attribute ideas to individuals
- Identify pending issues and agreements at end of meeting