GSRMC WOMEN'S CENTER CLOSED UNIT

Letter of Agreement

1. The provisions of this agreement will cover Registered Nurses from the Center for Women and Families (CFWF). Registered Nurses who work on the 4th floor: Labor and Delivery, Special Care Nursery, Pediatrics, Post-Partum, Female surgical care.

2. The Center for Women and Families is a closed unit. All RN's hired into the department are trained to care for Mother Baby couplets, as well as post-op surgical female patients. RN's are additionally expected to train and work in minimum of one additional specialty area of the department; Pediatrics, Labor and Delivery including OR circulation for Cesarean Sections and Post-Surgical Recovery, or the Special Care Nursery.

3. RN staff do not float out of the department to other hospital departments, with two exceptions. An RN may be asked to be a 2nd RN in the PACU after hours and/or float to another unit to care for Pediatric Patients not directly housed on the 4th floor. Closed Unit status will not preclude the Women’s Services staff RN from floating to another department voluntarily. Maintaining competence in other areas is the employee’s responsibility.

4. RN’s from another department will not float into the Women’s Center, unless they request to do so. An exception is Surgical Services RN circulator coverage when an emergent need arises due to a sick call/absence and or acuity of patients or an OR Scrub trained staff member may float to OB to cover the OR for complex cases.

5. All RN’s employed in the department; including PRN (Per Diem) RN’s are required to take call.

   • FTE RN’s will pick up required number of call shifts in addition to their regularly scheduled shifts
   • PRN RN’s will pick up required number of call shifts in addition to their required minimum shifts per schedule period.
   • Specific call hours may vary dependent on the needs of the department. Changes to the required call hours will only be made following a management and staff RN committee council.

6. The call shifts will be posted via Electronic Scheduling program following the department Schedule of Schedules.

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7. Staff will pick up call shifts, according to a tiered system outlined below, allowing RNs to be able to schedule their call shifts around their scheduled work dates.

- The tiers for call pick
  - Day one - RN’s holding a FTE position
  - Day two - RN’s holding a PRN position
- Call shifts may be picked up to follow one another, or on different days/times to equal the required hours. Call shall not be picked up in conjunction with a regularly scheduled shift.

8. If an RN does not pick up their required call, their call hours will be assigned to them on the Monday following the week of call pick up.

- Call will not be assigned on dates when a staff member is using PTO, has designated on the electronic schedule they are unavailable, or is on an approved leave from work.

9. In the event that the number of RN’s available to pick up call shifts (RN’s using PTO, designated unavailable, or on approved leave) is not sufficient to fill all the call shifts, the appropriate number of RN’s will be notified prior to the pick-up date that it is their turn to pick up one extra call shift.

- Initial is least senior starts at the top.
- Updated list will be made available.
- Voluntary pick up of extra call moves the RN to the bottom of the list.

10. Hours worked on weekends from required call will not drive consecutive weekend pay or pyramiding of hours on regularly scheduled days resulting in OT.

11. An ongoing rotational holiday schedule is followed for the Major holidays; Thanksgiving, Christmas Eve and Christmas day for FTE staff. PRN staff holiday schedule is per the union contract (Article 3.A.5.),200
For Oregon Nurses Association

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