

ARTICLE 19 - POSTING AND FILLING OF POSITIONS

19.1 Posting of Positions. The posting of positions covered by this Agreement will include the following information: work unit, FTE, qualifications (including minimum qualifications) for the job, shift length/session expectations, weekend/holiday obligations, call obligations, onboarding process, length of orientation, and where to apply. If a single posting is displayed for multiple identical positions, the total number of positions must be included in the initial internal communication or posting. No positions or vacancies shall be permanently filled unless it has been internally posted for a minimum of 14 days and included on a weekly vacant position email distributed by OHSU. If the posting of a position is discontinued or materially changed, then the vacancy may not be filled until it is posted again in accordance with this Article.

Position vacancies will be posted as open within two (2) business days of an employee providing notice of resignation from that position.

19.2 Internal Candidates. When an APP position or shift becomes available in the scheduling cohort the opening shall be posted by email and for (7) calendar days (often referred to as an “in-unit posting” or “in-unit bid”). Thereafter, the position will be posted next for other internal OHSU APP candidates for (7) calendar days before posting externally.

For vacated or new positions, qualified internal candidates will be guaranteed an interview. For purposes of this article, an employee is qualified for a position if the Employer deems that the employee is either immediately ready to perform the essential functions of the position or is deemed by the Employer as having the skills, ability and background to perform the functions and to obtain required privileging and credentialing for the new position within a standard period of onboarding for the department (up to six months). Employees who are not able to perform the essential functions of the position after the six-month orientation onboarding period is completed will be placed on the layoff list consistent with the provisions *[insert relevant Layoff and Recall reference]*.

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19.3 Effective Date of Transfer. An APP who is awarded a position will be moved to the position within ninety (90) days of the position award notification, unless the APP and the Employer mutually agree to a longer period.

19.4 Transfer Introductory Period. An APP who transfers from one unit to another shall serve an introductory period of ninety (90) days. If the Employer or the APP determines that the APP should not continue in the new position based on performance, the APP will be returned to the APP's former position if open. If the position is no longer open or at the request of the APP, a designated representative from Human Resources shall meet with the APP and an APU representative, to review current vacancies and discuss placement options. Nothing in this section shall affect the Employer's right to discipline or discharge for just cause under Article X.

19.5 Interim Positions. Interim positions meet short-term, less than one (1) year, workload needs and will be posted in accordance with this article. APPs in interim positions accrue seniority and are eligible for all benefits associated with the position, but have no guarantee of assignment as a regular employee to the interim position. Upon termination of an interim position, the APP will be returned to their former position.

19.6 APP Lead Positions. APP Lead positions shall be posted according to this article.