One of your ONA/Providence Willamette Falls Medical Center (PWFMC) executive team members and a Providence HR representative will be attending upcoming unit staff meetings with a presentation on the changes in the new contract, including a walkthrough on the EIT (Extended Illness Time)/short-term disability insurance benefit. Stay tuned in your unit for when your next staff meeting will be.

The executive team and an ONA labor representative will also be holding walk-in hours to answer any questions you have about the contract, labor issues or other employment concerns.

Please bring your questions to either of the meetings listed below.

Executive Team Meetings and Nurse Task Force

We will be holding monthly executive team meetings. Please attend if you have any concerns, questions or otherwise want to participate in your labor union at work. We meet as delegates from each unit to refer concerns to Nurse Task Force (NTF) in order to address issues at PWF with management and administration.

The meetings for the rest of 2019 are listed in the box to the right.

July 24
12 - 7 p.m.
Conference Room 2

Aug. 1
10 a.m. - 4 p.m.
Conference Room 4

Aug. 8
Sept. 12
Oct. 10
Nov. 14
Dec. 12

All meetings will be held from 10 a.m. - 12 p.m. in Conference Room 4
Nurse Involvement Recruitment

Are you interested in getting involved and making a positive change in your workplace? Do you want to make a difference on your unit? There are two great ways to get involved, flex your nurse leadership muscles, and make PWF a great place for nurses to work. You can be a steward on your unit or you can serve as an alternate on the Staffing Effectiveness Committee (SEC)!

What does it mean to be a unit steward?

Stewards are the first line of support on your unit. They can help with many questions and support the needs of a unit, and if they do not have the answer they can access additional resources to find it. They have also been trained in Weingarten rights and are prepared to represent nurses at investigatory meetings. Come to one of our executive team meetings and see what it’s all about!

How do I serve on the staffing effectiveness committee?

Each nursing unit at PWF has a staffing plan that details how that unit meets patient needs and provides nursing care. You can find your staffing plan at the PWF SEC SharePoint website and posted in your unit break room. We meet the second Thursday of every other month from 2 - 4 p.m. in Conference Room 3.

How do I participate in the development of my staffing plan?

Staffing plans are developed through collaboration between direct care nurses and management on each unit. Once the plan is ready to be sent to the SEC, the direct care representative and manager representative for your unit present the plan. The SEC vote determines if the staffing plan is approved or sent back to the unit for further development.

How do I participate on the PWF SEC?

Anyone is welcome to attend SEC meetings. Unit representative selection is facilitated by the SEC direct care co-chair and is voted onto the committee by the bargaining unit nurses on that unit. Nominations and elections are done electronically. See this roster of the direct care SEC representatives—know your rep and know what to do if you have a staffing problem on your unit.

<table>
<thead>
<tr>
<th>Direct Care Staff</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virginia Smith, RN</td>
<td>Med Surg</td>
</tr>
<tr>
<td><strong>Co-chair</strong></td>
<td></td>
</tr>
<tr>
<td>Kacy Van, RN</td>
<td>OR</td>
</tr>
<tr>
<td>Sarah Amar, RN</td>
<td>Birthplace</td>
</tr>
<tr>
<td>Tigest Castile, CNA</td>
<td>Non-RN Direct Care</td>
</tr>
<tr>
<td>Jon Houser, RN</td>
<td>CAPU</td>
</tr>
<tr>
<td>Sarah Leland, RN</td>
<td>ICU</td>
</tr>
<tr>
<td>Robin Barry, RN</td>
<td>Short Stay</td>
</tr>
<tr>
<td>Nicole Hudson, RN</td>
<td>Emergency</td>
</tr>
<tr>
<td>Mark Bird, RN (alternate)</td>
<td></td>
</tr>
<tr>
<td>Shane Baker-Snelling, RN</td>
<td>Med Surg</td>
</tr>
<tr>
<td>Joanne “Woody” Tipton, RN</td>
<td>PACU</td>
</tr>
</tbody>
</table>
Emerging Issues

**Timecard and Paycheck Accuracy**

Check your paychecks for accuracy. Two differentials are sporadically missing from a variety of nurses across units: extra shift and certification.

**Extra Shift:** if you are not coded correctly as “INC” (incentive pay), you may not see the extra shift differential show up on your paycheck. If you see “EXT” that may not be enough. If you are called back on an extra shift, the call-back pay may bump the extra shift differential off your time card. Talk to your scheduler and/or nurse manager and make sure you are getting paid correctly for the work you do.

**Certification Differential:** there are some nurses who are certified in their specialty reporting they are not seeing their certification pay on their paychecks, with some going all the way back to 2017. Some of this may be an error from when Providence went live with EverCheck Wallet, or it may be human error. In any case, make sure you are getting your certification pay.

For any paycheck, payroll or time card issue, ensure you are reviewing your time card and letting your managers know when there is a problem, so they can try to fix it. Also let Virginia Smith know so we can make sure it gets resolved. You deserve to be compensated for the work you do!

**Seeking an Exception to Helping Hands**

Those of you who are mandatory helping hands and have reached your six-year mark, you are eligible for an exemption from working as helping hands. With an exemption, you will not be required to work as helping hands in another unit; however, you will also be subject to more mandatory days off (MDO) as you may be put on-call and another nurse may work as helping hands instead of you. If you would like to pursue an exemption to working as helping hands, contact Jay Formick and/or Virginia Smith and let them know of your interest. Exemption requests are addressed through NTF.

**MDO & MOU Update**

As we embark on the continuation of working toward a satisfactory and collaborative solution to offsetting MDO burden, we discussed in NTF what we need in order to move forward. Both parties agreed in bargaining that data that separates mandatory versus voluntary days off is valuable to understand the problem, including frequency of stay home requests and how often nurses work as helping hands as an alternative to MDO.

Administration is working on introducing an option in Kronos where we can indicate if our low census hours are mandatory or voluntary. Until then, be on the lookout for your unit to adopt a paper way of collecting data. The hospital maintains that the goal is to reduce total MDO in lieu of an MDO cap but that a cap is not out of the question. More information to come.

Visit ONA’s Facebook page from 2-2:30 p.m. on Aug. 14, 2019 to hear from our nurse practice consultants. They’ll be taking questions about everything from nurse staffing and scope of practice to continuing education. If you can’t see it live, it is archived for viewing later.

[www.facebook.com/OregonNursesAssociation](http://www.facebook.com/OregonNursesAssociation)
Don’t Miss Important ONA Emails

ONA wants to make sure all members receive timely communications, ensuring you have the most up-to-date information on your contract, bargaining issues, upcoming votes, nursing research, practice issues and workplace policies. If you are not receiving ONA emails, we can help.

First, check to make sure ONA emails are not being filtered into a junk, spam or clutter folder. Many email providers have built in Spam/Junk filters or blockers. The filters are intended to prevent you from getting junk mail or spam, but it can also unintentionally block emails you want to receive. If ONA emails are in one of these folders, flag them as “not junk” and add News@OregonRN.org to your safe sender list.

If there are no ONA emails in those folders and you still aren’t receiving ONA emails, there are various causes listed to the right.

You can fix most problems by simply emailing ONA at News@OregonRN.org with your name, personal email address and the name of the facility you work at in the body of the email.

We will update our records to ensure you don’t miss future ONA emails.

Common Reasons for Not Receiving ONA Emails

1. **Mislabeled**: Emails from ONA are being flagged as junk or spam by your email service provider.
2. **No Email**: ONA does not have an email on file for you.
3. **Bad Email**: ONA has an incorrect or outdated email on file.
4. **Blocked**: Due to several failed delivery attempts, our system has stopped attempting to send emails to your email address.
5. **Opted Out**: You have opted out of receiving emails.
6. **Work Email Filters**: Some health care systems filter out ONA emails so nurses don’t receive ONA-related emails. This is why we encourage nurses to use their personal email addresses instead of work emails.

Fixing Problems to Receive ONA Emails

1. **Check your junk/spam/clutter folder for ONA emails**: Flag ONA emails as “not junk/spam” and add News@OregonRN.org to your safe sender list.
2. **Email ONA**: To fix reasons 2-6, simply email ONA at News@OregonRN.org, and include your name, personal email and facility you work at in the body of the email.

Oregon Nurses Foundation was established in 1982 to advance the profession of nursing in Oregon. They raise funds to support three key areas: scholarships, workforce assistance and retention programs. ONF’s goal is to raise $100,000 this year so they can award larger scholarships in 2020. Visit OregonNursesFoundation.org for more information or to donate.