

From: Staff Nurses Association snanews@sonic.net
Subject: SNA Updates
Date: February 1, 2018 at 8:18 AM
To: undisclosed-recipients;



Dear SNA Member,

Here is an update on several issues:

SNA Rep and Membership Meetings

Thanks to those of you who attended these mtgs. on Jan. 25

Future meetings will be held on May 3, Sept. 6 and Nov. 8. Rep at 1:30 and Membership at 3:30 at the SNA Office.

Guide to a Leave of Absence

The SNA Board and SRMH HR have collaborated on publishing a [Leave of Absence Quick Reference Guide](#).

This 4 page document addresses key information about how to report an LOA, communication with your manager, benefit coverage while on LOA, pay while on an LOA, return to work process and reference numbers.

The Guide is available in HR (1111 Sonoma Ave.), Employee Health and from your manager.

Step Entry Date Corrections

The SNA Board and members of HR have agreed upon a time line for the first incremental steps of the research and investigation of the 92 nurses who requested that their Step Entry Dates be reviewed by HR.

Research from 2017 to 2015 was to be completed by 1/19. Then research back an additional 5 yrs. is to be completed by 2/15. Progress and analysis will be discussed on that date at our NCC meeting. We will evaluate the data and determine next steps. The SNA Board is adamant that the research should include the full 10 yrs. back.

The HR team recognizes that there has been a significant delay in accomplishing this research (due to firestorm etc.).

The research involved must be done by hand so the incremental approach seems the most practical.

Scheduling

Both the SNA Board and Members of Admin. have reviewed the Hospital Scheduling Guidelines policy. This policy will be used as an integral part of the

contract mandated education of Schedulers and Managers so that nurses are scheduled consistent with both contract and policy.

Part Time Positions

A number of Part Time positions were posted on 1/5 - 1/18 in various depts.

We have agreed to discuss part time positions quarterly at the Nursing Coordinating Council meetings (next in Mar.).

That discussion will include an evaluation of how many more nurses would like a part time position so be sure to inform your manager if you would like one.

Thank you, The SNA Board