

APPENDIX C - ESSENTIAL SERVICES STAFFING REQUIREMENTS

Program / Service: Breast Health Centre																
Regular Staff Requirement /Shift & Day								Essential Services Staff Requirement/Shift & Day								
WEEK 1	Mon	T	W	Th	Fr	Sa	Su	Mon	T	W	Th	Fr	Sa	Su	% red.	
Dietitian 1.0	7.75	7.75	7.75	7.75	7.75	0	0	7.75	7.75	7.75	7.75	0	0	0	20% ¹	
MLD Therapist 1.0	7.75	7.75	7.75	7.75	7.75	0	0	7.75	7.75	7.75	7.75	7.75	0	0	0%	
MLD Therapist .5	3.875	3.875	3.875	3.875	3.875	0	0	3.875	3.875	3.875	3.875	3.875	0	0	0%	
Social Worker .8	7.75	7.75	7.75	7.75	0	0	0	7.75	7.75	7.75	7.75	7.75	0	0	0%	
Sr. Mammo Tech 1.0	7.75	7.75	7.75	7.75	7.75	0	0	7.75	7.75	7.75	7.75	7.75	0	0	0% ²	
Sr. Mammo Tech 0.4	0	7.75	7.75	7.75	7.75	0	0	0	7.75	7.75	7.75	7.75	0	0	0% ²	
Sr. Mammo Tech 0.1	7.75	0	0	0	0	0	0	7.75	0	0	0	0	0	0	0% ²	
7 Staff; 4.8 FTEs								7 Staff; 4.6 FTEs								
Regular Staff Requirement /Shift & Day								Essential Services Staff Requirement/Shift & Day								
WEEK 2 (in addition to above)	Mon	T	W	Th	Fr	Sa	Su	Mon	T	W	Th	Fr	Sa	Su	% red	
Sr. Mammo Tech 0.3	0	0	7.75	7.75	7.75	0	0	0	0	7.75	7.75	7.75	0	0	0% ²	
Sr. Mammo Tech 0.2	7.75	7.75	0	0	0	0	0	7.75	7.75	0	0	0	0	0	0% ²	
2 Staff; 0.5 FTEs								2 Staff; 0.5 FTEs								
TOTAL: 7 STAFF; 5.3 FTEs								TOTAL: 7 STAFF; 5.1 FTEs								

Notes:

1. The Dietitian coordinates special evening clinics essential for maintaining patients' health and well-being. These clinics will continue to be scheduled during any work stoppage. "Eat Well, Get Fit & Live Well" will be held on Oct/Nov 2014 and Jan/Feb 2015. This clinic consists of 8 Thursday evenings, 6:30 pm - 9:00 pm. "Bone Health" will be held on May 13, 2014, Oct 21, 2014, and one date (TBD) in Feb 2015. Each evening session is 6:30 pm – 8:30 pm. Clinic dates may change and future clinics will continue to be scheduled as needed.
2. Sr. Mammo Techs will be directed to postpone non-urgent follow-ups.

Program/Service	Classification	Regular Staff Requirement Shift & Day					Essential Services Staff Requirements				
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage
											Reduction
HEALTH ACTION CENTRE (Bonnie Lussier)	Dietitian	M-F	1	0	0	1	0	0	0	0	100%
	Occupational Therapist	M-F	1	0	0	1	0	0	0	0	100%
	Physiotherapist	M-F	1	0	0	1	0	0	0	0	100%

Program/Service	Classification	Regular Staff Requirement Shift & Day					Essential Services Staff Requirements				
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage
											Reduction
HEALTH ACTION CENTRE (Jade Nayler)	Social Worker (MSW)	M-F	1			1	0			0	100%

Program/Service	Classification	Regular Staff Requirement Shift & Day					Essential Services Staff Requirements				
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage
											Reduction
HEALTH ACTION CENTRE (Kathi Christenson)	Lab Technician	M-F	0.8			0.8	0			0	100%
	Dietitian	M-F	1.0			1.0	0			0	100%

Program/Service	Classification	Regular Staff Requirement Shift & Day				Essential Services Staff Requirements				Percentage Reduction	
		Day of Week	D	E	N	Total	D	E	N		Total
Community Home Care – Community Respiratory Program (Margarete Moulden)	Respiratory Therapist	M-F	2.0			2.0	0			0	100%

Program/Service	Classification	Regular Staff Requirement Shift & Day				Essential Services Staff Requirements				Percentage Reduction	
		Day of Week	D	E	N	Total	D	E	N		Total
CLINICAL ENGINEERING (Petr Kresta)	Clinical Engineer - Bachelors					n/a				n/a	n/a
	Project Engineer - In Training					n/a				n/a	n/a
	Regional Clinical Engineer - Bachelors	M-F	1	0	0	1	0	0	0	0	100%
	Biomedical Engineer - Masters					n/a				n/a	n/a
	Regional Clinical Engineer - Masters	M-F	6	0	0	6	0	0	0	0	100%
	Biomedical Engineer - PhD	M-F	1	0	0	1	0	0	0	0	100%
	Biomedical Engineer - Practicum					n/a				n/a	n/a

Program/Service	Classification	Regular Staff Requirement Shift & Day					Essential Services Staff Requirements						
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage Reduction		
CRITICAL CARE TRANSPORT (Milton Good)	Advanced Practice Respiratory Therapist	7 days a week days/nights	5 on days M to F 4 on days S and S			2	7		3		1	4	43%
	Clinical Service Leader*	M to F	1				1		0			0	100%
	General Duty Respiratory Therapist	7 days a week days only	2				2		1			1	50%
	Primary Care Paramedic	M to F	2				2		0			0	100%

*Position currently vacant

Program/Service	Classification	Regular Staff Requirement/ Shift & Day					Essential Services Staff Requirements					
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage Reduction	
Long Term Ventilation Program (Marie Bevan)	Resp Therpst	M-F	1			1		0.5			0.5	50%
	Clin Sp RT	M-F	1			1		0.5			0.5	50%

Program/Service	Classification	Regular Staff Requirement Shift & Day					Essential Services Staff Requirements				
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage Reduction
NUTRITION /FS/ FAMILY MEDICINE (Beverly Laurila)	Clinical Resource - Clinical Dietetics	W-TH- F	0.5	0	0	0.5	0	0	0	0	100%

Program/Service	Classification	Regular Staff Requirement/ Shift & Day					Essential Services Staff Requirements				
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage Reduction
OCC AND ENVIRONMENTAL SAFETY & HEALTH (Jodi Pluchinski)	Safety Coordinator					n/a					n/a
	Safety Coordinator/ WHMIS Specialist					n/a					n/a
	Safety and Health Coordinator					n/a					n/a
	Ergonomist/Health Practitioner					n/a					n/a
	Musculoskeletal Injury Prevention Specialist (MIPS)	M-F	5.5			5.5	2			2	64%

Program/Service	Classification	Regular Staff Requirement Shift & Day					Essential Services Staff Requirements				
		Day of Week	D	E	N	Total	D	E	N	Total	Percentage Reduction
MANITOBA TISSUE BANK (Chris Snow)	Tissue Recovery Assistant					n/a				n/a	n/a
	Procurement Technician					0	0	0	0	0	n/a
	Tissue Bank Technician (Uncertified)					0				0	n/a
	Tissue Bank Specialist (Certified)	7 days	2	1	oncall	3	oncall	oncall	oncall	3	100%

Appendix E - Scheduling rules and processes:

- i) The Employer will develop essential service staff rotations and provide said information to the Union at least 72 hours prior to planned commencement of any job action.
- ii) The essential service staff rotations developed by the Employer will be in accordance with the agreed to or arbitrated essential services staffing numbers in Appendix C.
- iii) As per #4 in the Essential Services Agreement (ESA), staff who will be assigned to work in a specific classification, must be qualified, fit to perform all duties and appropriately orientated and be listed in Appendix D as pre-determined by all parties.
- iv) The Employer will identify the employees who will be assigned to the schedule plan in Appendix C, including those designated on standby (if applicable). The Employer will provide the staffing assignment to the MAHCP designated representative in written format via fax or email a minimum of 48 hours prior to the commencement of said shift.
- v) Both MAHCP and WRHA will commit and agree to have a designated 24 hour a day contact point to ensure that urgent issues can be addressed without any potential risk to patient care. These designated contact points will be for the purpose of dealing with potential emergency situations that may arise (as per #7 in the ESA) and necessary for having immediate stand by or regular stand by employees report to work for unanticipated needs (as per #5 & #6 in the ESA).
- vi) If at any time, an emergency situation develops, or an urgent need is identified and stand by staff are required and the MAHCP designated representative is not immediately available to respond, the Employer will contact the necessary employees directly to ensure the emergency or urgent issue is addressed without additional risk.
- vii) The parties agree to meet daily to discuss issues that may arise regarding scheduling and/or other related essential services issues that either party wishes to discuss. Notwithstanding point "6" of the Agreement, this shall confirm the parties' agreement to address an increase or decrease to the staffing levels identified in Appendix "C" based on essential service staffing requirements. Should the parties be unable to resolve the matter, it shall be addressed through point "10" of the Agreement.
- viii) Where an employee is unable to report for an assigned essential services shift due to legitimate illness or another justifiable circumstance, said employee must notify MAHCP designated representative and the employer designated representative prior to the scheduled essential services shift as follows:

day shift - 1 hour
evening shift - 3 hours
night shift - 3 hours

The employer designated representative will notify the MAHCP representative of the replacement.

~end