



OSUNO/OSUWMC Joint Scheduling Task Force: Guidance on Holiday Benefit Pay versus Holiday Premium Pay and SBIP during the week containing Veterans Day 2023.

This statement is intended to provide clarity and certainty for nursing supervisors, nurses, and managers on scheduling and SBIP during the holiday week containing Veterans Day 2023. Specifically, how Holiday Benefit Pay and Holiday Premium Pay are treated with this holiday falling on a weekend.

**** As a reminder: Veterans shall have preference for not working Veterans Day if they so choose.**

This year Veterans Day falls on Saturday November 11, 2023. Below are a few examples of how your schedule and corresponding SBIP could look for a 90% FTE.

Veterans Day Holiday (A 90% FTE only has to account for 36 hours in the week. If you typically work 3 – 12’s your schedule could look like this):

11/5 Sun	11/6 Mon	11/7 Tues	11/8 Weds	11/9 Thurs	11/10 Fri (Holiday Benefit)	11/11 Sat (Holiday Premium)
			Work		Work	Work
		Work (*SBIP*)	Work		Work	
				Work	Holiday OFF	Work
Work	Work				Holiday OFF	
	Work	Work	Work (*SBIP*)		Holiday OFF	

Veterans Day falls on a Saturday this year. Therefore, the Holiday Premium will be paid on the actual holiday and the Holiday Benefit Pay will be paid on the preceding Friday per the contract.

1. November 10, 2023 – Holiday Benefit Pay Day
2. November 11, 2023 – Holiday Premium Pay Day (paid at time and a half for hours worked)

Holiday Benefit Pay (Friday November 10th, 2023):

All Fulltime Nurses (.9FTE or above) will receive 8, 10 or 12 hours on this day based upon 50% or more of the nurse’s scheduled shifts during the four-week schedule posted.

1. If you work on the Benefit Day you will receive the hours you actually work, plus the holiday Benefit Pay.
2. If you do not work on the Benefit Day you will still receive the 8, 10 or 12 hours of holiday Benefit Pay.

Part-time nurses who do not work on a holiday shall receive holiday benefit pay for the holiday benefit date on a pro-rata basis according to the percentage of their appointments of eight (8) straight time hours.

New Contract Language- Article 14.2 Schedule Build: *A part-time nurse who is not scheduled to work a holiday during a single-holiday week may use either available vacation or available compensatory time to make up the difference between the holiday benefit hours paid and the nurse’s shift as defined in Article 19, Section 3.*



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To help ensure appropriately staffed schedules during holiday weeks OSUWMC Nursing Leadership and ONA/OSUNO Leadership have worked collaboratively to expand the use of SBIP during holiday weeks.

Holiday Scheduling MOU (Expanded use of SBIP during holiday weeks)

1. During weeks containing a holiday or holidays, bargaining unit nurses who aren't working the actual holiday(s) (holiday premium day[s]) are entitled to schedule themselves up to their full-time equivalent (FTE).
 - a. Any hours worked that result in time over FTE, when combined with holiday benefit time, qualify for Schedule Build Incentive Pay (SBIP), as defined in the Memorandum of Understanding: Patient Demand Incentive Program that's included in the 2022-25 ONA Collective Bargaining Agreement, regardless of the functional vacancy rate.
 - b. **This MOU doesn't apply to time picked up after the schedule has been posted.** Only hours picked up during schedule creation are eligible for SBIP under the terms of this agreement. All other hours picked up are subject to the Memorandum of Understanding: Patient Demand Incentive Program, including functional vacancy rate requirements.
2. Except for the terms stated in No. 1 above, all other terms and conditions of SBIP are governed by the Memorandum of Understanding: Patient Demand Incentive Program.
3. This process will be in place through the end of the schedule that includes June 19, 2025, or until otherwise modified by mutual agreement between the parties. Both parties agree to meet and discuss the application of this MOU and any possibility of extending the MOU by mutual agreement during the four weeks prior to the expiration of the MOU.



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For the Purposes of Cancellation when a Holiday Falls on the weekend: The day that is the actual Holiday (the day with Premium Pay attached to it) will be considered when offering Voluntary Time Off by seniority only in accordance with Article 14.3

Current Contract Language:

The current collective bargaining agreement Article 14, Section 3 contains the following language:

Cancellation of hours:

When there is a need to reduce the number of staff on a unit, the process will be as follows:

1. *Cancellation of traveler/agency in overtime*
2. *Voluntary time off will be offered in order of seniority to nurses in extra hours as noted on the schedule for that day.*
3. *Cancellation of IRP nurses in order of inverse IRP seniority on a rotational basis.*
4. *Cancellation of extra hours for regular nurses in inverse order of seniority.*
5. *Voluntary time off will be offered to regular nurses in order of seniority on a rotational basis **(Voluntary time off on Paid Holidays will be offered in order of seniority only)** Voluntary time off will be mutually agreed upon.*
6. *The Hospitals shall cancel traveler/agency RNs before requiring other nurses to take mandatory time off.*
7. *Mandatory time off will be assigned to nurses in inverse order of seniority on a rotational basis. If mandatory time off is being assigned before the start of the shift, the Hospitals will provide at least one and one-half (1 ½) hours' notice to the RN(s). No advance notice will be required for nurses who are working. The nurse may, at the nurse's option, use available vacation, compensatory time or leave without pay. If the shift is unpaid, the nurse shall receive service credit for all purposes of seniority. In no case shall a charge nurse be required to mandate another staff nurse to take time off. **

**** No nurse may be directed to take mandatory time off on more than one holiday date in a fiscal year. If a nurse meets the above limits, the nurse will be exempt from taking mandatory time off for the remainder of the fiscal year. (see Article 14, Section 4)***

Nurses, Nursing Supervisors, or Managers with questions about the cancellation of Extra Hours on a Holiday can contact Scheduling Task Force Co-Chairs Amy Pompeii, Cindy Mack, or Tova Myers.