



# HPAE

## LOCAL 5131 NEWSLETTER

NEWSLETTER FOR *THE NURSES OF  
HPAE LOCAL 5131 AT INSPIRA*

LOCAL BEAT NEWSLETTER

AUGUST 2019

### MESSAGE FROM THE PRESIDENT

It is often said that knowledge is power. It makes sense then, that we should strive to stay as informed as we possible can in the important areas of our lives. This is why I'm always encouraging nurses to know their union contract. That's how I became active in our union, because of a desire to know more about the contract that was essentially governing my work life. For example, I can't tell you how often I hear about nurses who were sent home because the census dropped or someone forgot to cancel them. Article 71.9 of our contract makes it very clear that a nurse must be cancelled prior to clocking in for his/her shift. We can not be sent home after that fact. We can volunteer to go home if we choose....but no one can be forced. And if management **INSISTS** that a nurse go home after the start of her shift, this should be grieved. Many nurses have won grievances for this and have been paid for their entire shift. This is always a very hard-won benefit for our contract. The contract also states that "employees selected for call-off will be given as much advance notice as is reasonable." It does not seem reasonable to be called-off fifteen minutes before your shift begins, and this should be fought.

Article 70 describes the process for applying for the clinical ladder. It is a long, detailed article, but I would suggest it's worth familiarizing yourself with. Applying for the clinical ladder is a time-consuming process, and if you feel your application is unfairly denied, investigate the contract article thoroughly and please reach out to one of your union officers. We are always here to help.

In closing I would just like to express the importance of staying informed, and maintaining open communication. We are here to help our local's nurses give the best possible care to our patients.

Be in touch to let us know the best way to help you!

In solidarity,  
Dana Barrett, RN  
President HPAE Local 5131

## Quality Concern or Short staffing form

Many people are asking about how to access a Quality Concern or Short staffing form. These forms are very important to be filling out, as they serve as a paper trail and the documentation to present to Inspira, so they can not ignore an issue if a problem exists. HPAE has given your officers and Reps badge buddies that explains the steps. If you have not received one, and are interested, please contact one of those individuals. Here's the steps to access both of those.

Quality Concern:

1. Go to [inspira.net](http://inspira.net)
2. Click on patient safety
3. Click on Quality Concern Request

Staffing Matters Form:

1. Go to [inspira.net](http://inspira.net)
2. Click on the clinical and quality box
3. Click on the nursing box
4. Find staffing form link

Tracy Sheppard  
Secretary/Treasurer

Greetings HPAE members. I know there has been some confusion with the new contract language for Article 71 standby. If you are being canceled you may volunteer to be placed on standby; it depends on staffing for your unit. There are rules in the contract in regards to being placed on standby. You can only be placed on standby for the first four hours of your shift. You will receive \$4.00/hr for being on standby. The hospital must call you if they need you. If you do not hear from them four hours after your shift starts, you are free for the rest of the shift. If you are not called into work, you can use PTO. There is no set time for when you must arrive if you are called into work. Standby is not the same as the units with structured on call language. You are on standby for your unit. The goal of this language is to improve staffing on the units if they get hit with several admissions after the start of the shift. It is also meant to help the nurses with frequent cancellations that need to work. Please let an officer or union rep know if the contract language for standby is not being followed correctly.

I hope this helps clear up some confusion about standby. Have a happy and safe rest of your summer.

Caroline Sands  
HPAE VP Elmer

## Grievance Report

Hello fellow HPAE Nurses, Kelly Fordyce RN HPAE 5131 Grievance Chair here, with a friendly reminder. If something on your unit doesn't seem right, it probably isn't. Ask your coworkers, check things out, and if it still doesn't seem right, call me. I work in the ER in Vineland. I am not completely sure how things work on every unit. But if you bring it to my attention, I can certainly look into it. Keep in mind, if something is wrong, we have a time stamp of 10 days to get it corrected. If a scheduling error has occurred, we have 10 days to file, after the schedule has been posted.

Please keep in mind, I have situations coming at me from all directions. I would like to be contacted via TEXT. Please send me your name, and situation. You may also call me, but I would prefer TEXT as I am not usually near a pen and paper. If you do not hear from me, please contact me again. This would be very unusual, but there are over 900 of you and one of me, so forgive me if I don't call back right away, but don't hesitate to contact me. My contact number is 856-381-1423. My e-mail is [kellyfordyce@live.com](mailto:kellyfordyce@live.com).

Remember to always take a Rep with you to any meeting with management. This is your right, and responsibility. Rep lists can be found on our web page HPAE 5131. If you can't seem to find a rep, Karen Bailey is our Rep coordinator and can assist you in this.

Fighting the big fight  
Kelly Fordyce RN  
HPAE Grievance Chair

## NJ Earned Sick Leave Law

As Secretary/Treasurer for our Union I have had the privilege of working with the dedicated officers of our Local. This year was my first experience with contract negotiations. It was an educational, frustrating, and at times an emotional experience. I am proud to have been a part of the bargaining process and the hard work that went into our contract. Some highlights that we have achieved are:

### **Mandatory Educational Requirements- Article 29**

For all regular full time, part time, per diem, CRT employees who work 500 hours (previously 1000 hours) or greater in a rolling calendar year will have their courses paid, BLS, ACLS, PALS, NRP, TNCC, and ENPC.

Another change that was bargained for is the amount of hours per diem employees are required to work- Article 14

Per diem RNs must work a minimum of:  
24 hours per 4 week schedule  
36 hours per 6 week schedule  
48 hours per 8 week schedule  
12 hours being scheduled as weekend hours prior to the schedule being posted.

Weekend requirements may be waived in specialty areas at the discretion of the Nurse Manager. Any hours cancelled, or when you are placed on standby shall count toward the per diem employee's shift/hour requirement. Inspira initially proposed to greatly increase the amount of per diem hours and additionally the weekend requirement.

This was a proposal Inspira did not want to budge on. This is a significant amount of hours reduced compared to Inspira's proposal.

I look forward to the upcoming years and continuing to be a part of our Local 5131.

Tracy Sheppard

We were able to win language in our new contract that gives our members protections for calling out for sick leave per the NJ Earned Sick Leave Law. This law went into effect last year and it exempted union employees from being included unless they bargaining the law into their contract. All full and part time employees (after 100 days of employment) are now eligible to use sick leave for a callout if it qualifies under the law.

Eligible employees will accrue sick leave time at one (1) hour for every 30 hours worked, up to a maximum of 40 hours, each calendar year. Full time and part time employees eligible for (PTO) will not accrue any additional hours of time off. Employees who accrue PTO shall only be eligible to take protected time under policy HR97, up to a maximum of 40 hours per calendar year, when they have earned and unused time available under the PTO policy. Further, employees who are eligible for PTO will not have a separate bank of sick time and will not accrue any additional hours of sick time.

If an employee is scheduled to work and cannot come to work due to an eligible reason under the NJ Earned Sick Leave Law, the employee must have a full shift of sick leave accrual available in order to take a sick leave day under policy HR.97 (i.e. 8 hours must be accrued if employee is scheduled for an 8 hour shift, etc). If the employee has fewer hours than needed to cover the entire shift, the time will count as an unscheduled absence in accordance with the Attendance and Punctuality policy.

What exactly is covered by the NJ Earned Sick Leave Law?

- Employee's own illness, injury, or preventive care
- Family member's illness, injury, or preventive care
- Employee or family members need for services related to domestic or sexual violence
- Work, school, or childcare closure due to a public health emergency and by order of a public health authority. Closures due to snow and weather events generally do not apply.
- Time to attend school related conferences, meetings, or events regarding the education of the employee's child or the child's health

What does "family member" mean under the sick leave policy?

- The NJ Paid Sick Leave law defines family member to include all blood relatives, all in-laws, domestic or civil union partners or anyone else "whose close association with the employee is the equivalent of a family relationship".

If an employee calls out for a reason covered by the NJ Paid Sick Leave policy, does it count as an occurrence under the Attendance and Punctuality policy?

- NJ Paid Sick Leave time is protected time and cannot be counted as an occurrence under the Attendance and Punctuality policy as long as the employee has accrued sufficient hours in his/her PTO or sick leave bank to cover a minimum of 4 hour block and the employee has not already used 40 hours of designated sick leave in a calendar year
- Employees who call out and want to use NJ Paid Sick Leave time must indicate that at time of call out and indicate the reason for the call out. Employees should not provide any details on medical condition. If employee refuses to give reason, the time will not be counted as sick leave under this policy and will be counted as an occurrence under the Attendance and Punctuality policy.

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A Newsletter for the members  
of HPAE Local 5131 at Inspira  
110 Kinderkamack Road  
Emerson, NJ 07630  
Phone: 201-262-5005  
www.hpaefl.org



Address Service Requested



# SAVE THE DATE

HPAE 2019 PROFESSIONAL ISSUES CONFERENCE  
“Bringing Our Professional Values  
into the Transformation of Health Care”

INVITED SPEAKER: First Lady Tammy Murphy

THURSDAY, OCTOBER 10, 2019

8:00 a.m. to 4:30 p.m.

Hilton East Brunswick  
3 Tower Center Blvd., East Brunswick, NJ 08816

## Rep Corner

Our next rep meeting is September 18th at 7pm. At every meeting the reps are updated on things happening in our local such as grievances, staffing issues and upcoming events.

If you are interested in being a rep or would like to stop in at the meeting to learn more, please get in touch!

An updated rep list is always available on [hpaefl.org](http://hpaefl.org). Click on "locals" and then scroll down to "Local 5131- Inspira". If you need a rep for a meeting it is your responsibility to contact reps on the list. Remember- investigation meetings are to be held at mutually agreeable times so that you have an opportunity to find a rep.

Follow us to keep informed!  
Facebook- [HPAE Local 5131](https://www.facebook.com/hpaefl)  
Instagram- [hpaefllocal5131](https://www.instagram.com/hpaefl)

Karen Bailey