



HPAE

AFT / AFL-CIO

LOCAL 5004 Newsletter

A Newsletter for the
members of HPAE Local 5004
at Englewood Hospital

SECURING OUR FUTURE

September 2025

PRESIDENT'S MESSAGE

Here we are—September 2025—and the new J-1 staffing levels are finally in effect. This is a victory we earned through grit, unity, and relentless advocacy. But as every seasoned member of Englewood knows, progress doesn't come without resistance. Management may have signed the agreement, but history has shown us that promises on paper don't always translate to reality on the floor.

That's why we must stay vigilant. Every shift. Every unit. Every day.

If your staffing numbers aren't being met, it's not just a frustration—it's a violation. And violations must be documented. Your voice matters, and your data is power.

Report staffing shortfalls immediately by emailing union leadership at hpaelocal5004eh@gmail.com

- **Subject line:** *J-1 Not Met*
- **Body:** Include your unit, shift, number of nurses scheduled, number who actually worked, number of admissions, and number of discharges.

This information is critical. It's what we'll bring to the arbitrator. It's what will hold management accountable. And it's what will protect our patients and each other.

Forms and electronic reporting links are coming soon—but don't wait. Start now. Be the eyes and ears of our contract in action.

Union starts with U—and we need U more than ever.

In Solidarity,

Alice Barden
President, HPAE Local 5004



PECEPTOR UNION STRONG

"As frontline ambassadors to clinical practice, preceptors serve as the purveyors of culture for new nurses entering the profession."

American Nurse, July 9, 2025

www.myamericannurse.com/preceptors-essential-to-nurse-retention/

Attention preceptors! You may very well be a new nurse's first role model as a professional nurse. For the experienced RN, you are either their introduction to Englewood hospital or to your unit or specialty. Your shared knowledge and practice should reflect ethical and evidence based protocols and procedures. As preceptors in a union hospital, you can also strengthen our membership by including discussions about union benefits during orientation. Let new nurses know how to address issues with physicians, coworkers and management. Include things like finding our contract on line (HPAE.org, local 5004) or what to do when our contract language is not followed. They need to know that they are entitled to union representation if they are called into a manager's office to discuss any issue that may lead to discipline. Help them to find the unsafe staffing form and to know that it can be filed even if only one nurse feels they are unsafe. Show them the union board in your lounge and the numbers for union leadership to help with almost any job related questions. Need more info? Contact Elaine Van Buren-Rizzo, MSN, RN, CCRN and your Professional Development Representative 845.558.7061

MISLABELED LAB SPECIMENS!! SHOULD BE A NEVER EVENT.

Always scan the patient wristband and the specimen label at the bedside. NEVER remove any unlabeled specimens from a patient room. NEVER scan any ID band barcode that is not attached to a patient. Check to see that your patient's wristband is accurate at the beginning of every shift or encounter. If you get called in to speak to management about a mislabeled specimen, bring a union rep, but if you did not follow the proper procedure for lab specimen collection know there may be discipline and little can be done to dispute it.

HOW TO CALCULATE VACATION ACCRUALS

Vacation will accrue monthly in an amount proportionate to the annual entitlement and at a rate equal to eight (8) hour days. The rate of accrual will increase as of the date the employee progresses to the next level of the above

Years of Service	Annual Vacation Days	Annual Hours (at 8 hours/day)
1 to <4 years	19 days	152 hours
4 to <8 years	24 days	192 hours
8 years	25 days	200 hours
9 years	26 days	208 hours
10 years	27 days	216 hours
11 years	28 days	224 hours
12 years	29 days	232 hours

To find the monthly accrual rate:

- $\text{days/year} \times 8 \text{ hours/day} = \text{hours/year}$

So, a full-time employee with 10 years of service accrues **18 hours of vacation per month**.

$27 \times 8 = 216 \text{ hours per year} / 12 \text{ months} = 18 \text{ hours per month}$

A part-time employee receives 60% so a part-time employee with 10 years of service accrues **10.8 hours of vacation per month**

* Friendly reminder, no nurse may request more vacation time than they have accrued or will have accrued at the time of requested vacation

* The maximum vacation accrual will be two (2) times the employee's annual entitlement.



OPEN ENROLLMENT ENDS SEPTEMBER 15TH 2025



REVIEW PLANS

Why Aflac?

Accident Policy: Covers treatment related to injuries

Hospital Policy: Pays for inpatient hospital stays with no waiting period

Critical Illness Policy: Pays lump sum if diagnosed with major illness

Whole Life Insurance: Up to \$100K with simplified underwriting and no medical tests to qualify



Contact your personal HP AE 5004 RN Rep:

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