

## **JOINT COMMUNICATION**

### **Multi-Employer/UNA Collective Agreement**

#### **Reasonable Proof and the Implementation of the Retention Recognition 2% Special Long Service Pay Adjustment August 8, 2007**

In recognition of the importance of retaining experienced Registered Nurses (RN) and Registered Psychiatric Nurses (RPN), the Multi-Employer/UNA Collective Agreement contains a new retention recognition payment of 2%. The 2% is added to the applicable wage rate of the Salary Appendix and forms part of the basic rate of pay. Reasonable proof of 20 calendar years of nursing service must be submitted to the Employer in order to receive the 2% retention recognition payment.

The required 20 calendar years of nursing service for eligibility for this payment includes all time in a registered or licensed capacity. This will include any time licensed as a Licensed Practical Nurse prior to becoming an RN or RPN and will include time registered with any nursing licensing body in other provinces and countries. Unregulated nursing in classifications such as Nursing Attendant or Nursing Aide will not be recognized. Years of nursing service must total at least 20 calendar years, but the 20 calendar years do not have to be consecutive. This time will not be pro-rated for part-time or casual employment and will include leaves during which regular or associate registration is maintained.

In order to meet the requirement of reasonable proof, submission of any one of the following information will be considered satisfactory:

1. Employment records of any kind (e.g. payroll stubs, T-4 forms, Records of Employment) confirming 20 or more years of registered or licensed nursing employment. Please note that if the Employee does not have copies of these types of employment records available, it would be preferable if documentation as described in Items 3, 4 or 5 is provided, along with a detailed history of the Employee's employment and registration history.
2. A copy of the CARNA certificate recognizing 30 years of registration (Note: We have indicated the 30 year certificate because CARNA does not issue certificates recognizing 20 years of registration).
3. A copy of the original CARNA registration certificate.

4. A copy of the CARNA or CRPNA application for renewal form which documents the completion year of nursing education for CARNA members and graduation year for CRPNA members (as CRPNA is not currently registering they have advised us that they will provide a copy of a member's last renewal form upon request).
5. A copy of the record of graduation.

**Note:** If submitting documentation as described in Items 3, 4 or 5 above, please also include a detailed history of nursing registration and employment.

In the event that the above documentation is not available, a statutory declaration confirming personal knowledge of the registered or licensed nursing work from a colleague or previous supervisor, accompanied by an explanation of why third party documentation is not available, may be acceptable. Please note that a statutory declaration from the Employee who will be receiving the retention recognition is not sufficient by itself.

For Employees who have been employed with the same Employer for the past 20 years or more, submission of proof may not be required. **Employers should advise the UNA Locals of the process for Employees to submit reasonable proof of 20 years nursing services and the planned process and timelines for payment of the 2% Special Long Service Pay Adjustment.**

Employers should process the retention recognition to commence following the October 10 pay period. Payment of the 2% Special Long Service Pay Adjustment is retroactive to April 1, 2007.

**Remember - Reasonable proof has to be submitted to the Employer by October 10, 2007 in order to receive the 2% retention recognition payment retroactive to April 1, 2007.** An Employee who requires further time to obtain reasonable proof shall, by October 10, 2007, provide the Employer with written notice of their efforts, in which case the Employer shall provide a reasonable extension of time for providing such proof. Employees who do not provide proof of 20 years nursing service and have not written to the Employer to get an extension of time by October 10, 2007, will only be eligible to receive the 2% Special Long Service Pay Adjustment from the date that the proof is provided to the Employer.

In cases where there is difficulty locating or obtaining any of the above described reasonable proof documentation of 20 calendar years of nursing service, Employers and Employees should discuss alternatives as to what can be accepted as reasonable proof.

*Reasonable Proof and the Implementation of the  
Retention Recognition 2% Special Long Service  
Pay Adjustment*

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Attached for reference, are the wage rates of the Salary Appendix for the Collective Agreement showing the addition of the 2% Special Long Service Pay Adjustment.

## Multi-Employer/UNA Collective Agreement Wage Rates Including the 2% Special Long Service Recognition Payment

### Registered Nurse Registered Psychiatric Nurse

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>	<u>Year 8</u>	<u>Year 9</u>
April 1, 2007 Rate	\$29.33	\$30.47	\$31.59	\$32.72	\$33.86	\$34.97	\$36.10	\$37.18	\$38.50
April 1, 2007 2% LSRP Rate	\$29.92	\$31.08	\$32.22	\$33.37	\$34.54	\$35.67	\$36.82	\$37.92	\$39.27
April 1, 2008 Rate	\$30.80	\$31.99	\$33.17	\$34.36	\$35.55	\$36.72	\$37.91	\$39.04	\$40.43
April 1, 2008 2% LSRP Rate	\$31.42	\$32.63	\$33.83	\$35.05	\$36.26	\$37.45	\$38.67	\$39.82	\$41.24
April 1, 2009 Rate	\$32.34	\$33.59	\$34.83	\$36.08	\$37.33	\$38.56	\$39.81	\$40.99	\$42.45
April 1, 2009 2% LSRP Rate	\$32.99	\$34.26	\$35.53	\$36.80	\$38.08	\$39.33	\$40.61	\$41.81	\$43.30

### Certified Graduate Nurse Graduate Nurse - Temporary Permit Holder Graduate Psychiatric Nurse

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>	<u>Year 8</u>	<u>Year 9</u>
April 1, 2007 Rate	\$26.84	\$27.68	\$28.26	\$28.77	\$29.23	\$29.83	\$30.78	\$31.68	\$32.79
April 1, 2007 2% LSRP Rate	\$27.38	\$28.23	\$28.83	\$29.35	\$29.81	\$30.43	\$31.40	\$32.31	\$33.45
April 1, 2008 Rate	\$28.18	\$29.06	\$29.67	\$30.21	\$30.69	\$31.32	\$32.32	\$33.26	\$34.43
April 1, 2008 2% LSRP Rate	\$28.74	\$29.64	\$30.26	\$30.81	\$31.30	\$31.95	\$32.97	\$33.93	\$35.12
April 1, 2009 Rate	\$29.59	\$30.51	\$31.15	\$31.72	\$32.22	\$32.89	\$33.94	\$34.92	\$36.15
April 1, 2009 2% LSRP Rate	\$30.18	\$31.12	\$31.77	\$32.35	\$32.86	\$33.55	\$34.62	\$35.62	\$36.87

### Assistant Head Nurse

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>	<u>Year 8</u>	<u>Year 9</u>
April 1, 2007 Rate	\$30.32	\$31.63	\$32.90	\$34.15	\$35.36	\$36.68	\$37.85	\$38.97	\$40.33
April 1, 2007 2% LSRP Rate	\$30.93	\$32.26	\$33.56	\$34.83	\$36.07	\$37.41	\$38.61	\$39.75	\$41.14
April 1, 2008 Rate	\$31.84	\$33.21	\$34.55	\$35.86	\$37.13	\$38.51	\$39.74	\$40.92	\$42.35
April 1, 2008 2% LSRP Rate	\$32.48	\$33.87	\$35.24	\$36.58	\$37.87	\$39.28	\$40.53	\$41.74	\$43.20
April 1, 2009 Rate	\$33.43	\$34.87	\$36.28	\$37.65	\$38.99	\$40.44	\$41.73	\$42.97	\$44.47
April 1, 2009 2% LSRP Rate	\$34.10	\$35.57	\$37.01	\$38.40	\$39.77	\$41.25	\$42.56	\$43.83	\$45.36

### Head Nurse and Instructor

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>	<u>Year 8</u>	<u>Year 9</u>
April 1, 2007 Rate	\$32.10	\$33.48	\$34.91	\$36.31	\$37.75	\$39.22	\$40.41	\$41.61	\$43.07
April 1, 2007 2% LSRP Rate	\$32.74	\$34.15	\$35.61	\$37.04	\$38.51	\$40.00	\$41.22	\$42.44	\$43.93
April 1, 2008 Rate	\$33.71	\$35.15	\$36.66	\$38.13	\$39.64	\$41.18	\$42.43	\$43.69	\$45.22
April 1, 2008 2% LSRP Rate	\$34.38	\$35.85	\$37.39	\$38.89	\$40.43	\$42.00	\$43.28	\$44.56	\$46.12
April 1, 2009 Rate	\$35.40	\$36.91	\$38.49	\$40.04	\$41.62	\$43.24	\$44.55	\$45.87	\$47.48
April 1, 2009 2% LSRP Rate	\$36.11	\$37.65	\$39.26	\$40.84	\$42.45	\$44.10	\$45.44	\$46.79	\$48.43