

1 **ARTICLE 8 – EDUCATIONAL AND PROFESSIONAL DEVELOPMENT**
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3 8.1 Definition. The educational and professional leave program shall consist of two
4 components, mandatory inservice training and elective educational and professional leave.
5 The Employer shall continue to provide inservice, including skills classes, and elective
6 educational and professional leave opportunities to employees. The program is designed
7 to increase staff proficiency and to prepare staff for greater responsibility. This recognizes
8 the joint commitment of HMC and employees to the delivery of quality patient care as well
9 as employee interest in enhancing individual professional skills.

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11 8.2 Mandatory Inservice Education. Inservice education programs shall be instituted and
12 maintained within the hospital. The programs shall be made available to all employees
13 regardless of shift, and the Medical Center will make a good faith effort to provide as many
14 programs as practical on more than one shift. These programs are to contribute toward
15 staff development and toward the preparation of staff for greater proficiency and/or
16 responsibility. To accomplish this, educational resources from both inside and outside the
17 hospital can be utilized.

18
19 Employees in the bargaining units shall be expected to participate in inservice education
20 programs offered during working hours; coverage will be provided when necessary as
21 determined by the Nurse/Department Manager or designee. If an employee is requested
22 to attend an inservice program on off-duty time, he/she shall be given time off on the basis
23 of one and one-half times at a later time within the same pay period which is mutually
24 acceptable to the employee and supervisor or paid in accordance with Article 7, Section 3.
25 For inservices that can be pre-scheduled and for which the Employer has determined that
26 attendance will be mandatory, the Employer will make a good faith effort to give at least
27 fourteen (14) days advanced notice when employees will be required to attend on off-duty
28 time. These programs shall be planned as feasible to meet CEARP requirements for
29 approval. Employees shall be expected to incorporate new learning into job performance.

30
31 Inservice education shall include orientation by Medical Centers Personnel on the salary
32 schedule, increment increases and overall compensation plan of the University including
33 explanation of deduction to paychecks.

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35 8.3 Elective Educational and Professional Leave.

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37 Request for educational and professional leave shall be submitted in writing on the
38 appropriate form to the immediate supervisor with at least fourteen (14) days' notice and
39 shall be responded to in writing, including the reason for any denial, within fourteen (14)
40 days of the receipt of the request.

41
42 Such leave shall be subject to budgetary considerations, the scheduling requirements of
43 the Employer, and approval by the Associate Administrator for Patient Care Services, Clinic
44 Administration, Department head or designee, of the subject matter to be studied. Such
45 leave may be used on an hourly basis if staffing permits.
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1 For purposes of this Article, educational and professional leave shall be defined as:

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- 3 (a) short-term conferences for educational and professional growth and development in
- 4 the employee's specialty;
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- 6 (b) enhancement and expansion of clinical skills for positions at HMC;
- 7
- 8 (c) meetings and committee activities of the employees' respective professional
- 9 associations which are designed to develop and promote programs to improve the
- 10 quality and availability of service and health care;
- 11
- 12 (d) those inservice educational programs attended on a voluntary basis; and
- 13
- 14 (e) any educational programs necessary to maintain licensure.
- 15

16 Registered Nurses – Permanent full-time nurses shall be granted up to forty (40) hours per

17 fiscal year at the nurse's base salary for the purpose of attending educational and

18 professional programs as defined above. The Employer will grant a minimum of twenty-four

19 (24) hours of educational/ professional leave within a 12-month period in a fiscal year to

20 nurses requesting such leave.

21

22 Social Worker I, II, Social Worker Assistant 2 – For Social Worker 1's and 2's and Social

23 Worker Assistant 2's who have completed their probationary period, up to forty (40) hours

24 per fiscal year shall be granted to each individual bargaining unit employee and prorated

25 for each individual part time bargaining unit employee for educational and/or professional

26 leave.

27

28 Health Care Specialists/Leads – Health Care Specialists/Leads who have completed their

29 probationary period, shall be granted up to sixty-four (64) hours per fiscal year for each

30 individual bargaining unit employee and prorated for each individual part-time bargaining

31 unit employee for educational and/or professional leave.

32

33 Respiratory Care Practitioner/Lead; Anesthesiology Tech 2/Lead; Electroneurodiagnostic

34 Tech/Lead – Respiratory Care Practitioners/Leads and Anesthesiology Tech 2's/Leads and

35 Electroneurodiagnostic Techs/Leads who have completed their probationary period shall

36 be granted up to forty (40) hours per fiscal year, prorated for part-time, for each individual

37 bargaining unit employee for educational and/or professional leave. The Employer will grant

38 a minimum of twenty-four (24) hours of educational/professional leave per fiscal year to

39 employees requesting such leave.

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41 Airlift Northwest Registered Nurses – ALNW registered nurses will be granted a minimum

42 of forty (40) hours of educational/professional leave per fiscal year. The Employer may

43 grant up to eighty (80) hours of leave per year. Both are pro-rated for FTE.*

44

45 Cardiac Sonographers and Vascular Sonographers – Education benefits will be limited to

46 those staff who keep their national state license in good standing. The employer will not

47 reimburse for state license registration. Cardiac Sonographers and Vascular Sonographers

1 who have completed their probationary period shall be granted up to forty (40) hours per
2 fiscal year, pro-rated for FTE, for each individual bargaining unit employee for educational
3 and/or professional leave. The employer will grant a minimum of twenty-four (24) hours of
4 educational/professional leave within a twelve (12) month period in a fiscal year to
5 employees requesting such leave.
6

7 8.4 Education Support Funds. In support of HMC's commitment to continuing professional
8 education and development, the Employer will establish continuing education funds to
9 assist permanent employees with continuing education expenses including but not limited
10 to certification and re-certification fees, books, magazines, seminars, tuition for college
11 courses, audio or video cassette courses, conference registration, and travel related
12 expenses for conferences. For purposes of this section, .9FTE will be considered a full-
13 time employee for all bargaining units.
14

15 Registered Nurses. The Employer will provide \$500.00 per bargaining unit nurse FTE at
16 the beginning of each fiscal year (pro-rated for part-time nurses) to pay for continuing
17 education expenses.
18

19 Professional/Technical Bargaining Unit Members.

20 A pool of \$26,000 per fiscal year shall be set aside to fund continuing education in the
21 Professional/Technical bargaining unit (does not include Cardiac Sonographers and
22 Vascular Sonographers).
23

24 Cardiac Sonographers and Vascular Sonographers. The Employer will provide \$500.00
25 per fiscal year, based on departmental reimbursement policy, pro-rated for FTE.
26

27 RT/AT/END Bargaining Unit Members. For employees in the RT/AT/END bargaining unit
28 \$500.00 per FTE (pro-rated for part-time) per fiscal year shall be made available to fund
29 continuing education. RT employees will be granted up to \$800.00 per FTE, pro-rated.
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31 Social Worker Bargaining Unit Members. The Employer will provide \$850.00 for each
32 individual full-time bargaining unit employee per fiscal year (pro-rated for each part-time
33 bargaining unit employee).
34

35 Health Care Specialists/Leads. The Employer will provide \$1,800.00 per fiscal year for
36 each individual full time bargaining unit employee (pro-rated for each individual part time
37 bargaining unit employee).
38

39 Pharmacy Technicians/Leads. The Employer will provide up to fifty dollars (\$50.00) for
40 each individual full time employee (pro-rated for each part-time employee) per fiscal year
41 to be used for continuing education required to maintain license.
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43 Airlift Northwest Registered Nurses. The Employer will provide \$500.00 per bargaining unit
44 nurse FTE at the beginning of each fiscal year (pro-rated for part-time nurses) to pay for
45 continuing education expenses.*
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1 ALNW will continue to provide all legal and regulatory required training within the
2 mandated timelines.

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4 * = *Moved ALNW items to ALNW Article*

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