

Transplant Social Worker
September 15, 2025

TRANSPLANT SOCIAL WORKERS FROM SOCIAL WORK AND CARE COORDINATION TO TRANSPLANT PROGRAM

The Transplant Social Workers propose the following agreements related to the implementation of the proposed move of the Transplant Social Workers from the Social Work and Care Coordination Department to the Transplant Department.

A. Direct Report Manager

1. Transplant Social Workers shall report directly to Assistant Director, Transplant Services, currently Tina Block. Duties of this manager will include:

- a. Be available as needed to Transplant Social Workers for day-to-day needs & requests, and support in critical legal events
- b. Meet regularly with Transplant Social Workers & provide timely responses to communications via approved work channels.
- c. Manage all tasks specified in section B.

B. Tasks to be Managed by Transplant Department

1. If a Social Work associate is hired by the Transplant Department in the future, the Transplant Department will arrange & provide the supervision that is required for their license.
2. The Liver Transplant Social Workers will continue to be responsible for responding to emergency liver transplant evaluation requests on weekends, from Friday 5p to Monday 8a. Liver Transplant Social Workers shall continue to create a weekend on-call schedule to ensure there is coverage.
3. Liver Transplant Social Workers shall not be responsible for responding to any calls on weekdays outside of normal business hours.
4. Heart, Lung, Kidney, & Living Donor Social Workers shall remain exempt from on-call responsibilities.
5. The Liver Transplant Social Workers shall be provided with standby pay for weekends per the current Collective Bargaining Agreement (CBA).
6. Transplant Social Workers shall have access to CE and travel/lodging funding provided by the Transplant Department for Transplant staff.
7. The Heart, Liver, Kidney, and Lung Transplant Patient & Family Needs Funds will continue to remain separate, distinct funds. Transplant Social Workers will continue to access the stated funds based on current practice which includes an assessment of financial need (see attached policy).

8. The current Per Diem Social Workers who are trained to cover Transplant Social Workers will remain in SWCC and coverage for Transplant Social Workers will be coordinated by the Transplant Program. Upon Executive approval, if additional Per Diem Transplant Social Workers are needed, the Transplant Program will hire to maintain a pool available for coverage.
9. The Transplant Department shall involve a Transplant Social Worker in the interviewing & hiring process for all newly hired Transplant Social Workers & Per Diems.
10. Transplant Social Work Assistants will continue to function solely as an assistant to Transplant Social Workers and shall not function as an assistant for any other disciplines. Transplant Social Work Assistants shall continue to receive assignments solely from Transplant Social Workers and their direct supervisor.
11. Within the next thirty (30) days, the Transplant Department shall provide a written plan with names, contact information, & processes for the following tasks/needs:
 - a. Calling out sick
 - b. Time off requests – currently Tina Block
 - c. Timecard approval, missed punch edits, on-call pay - currently Melissa Foo
 - d. Ordering business cards - currently Meredith Downs
 - e. Ordering office supplies - currently Meredith Downs
 - f. Monitoring annual social work licensure & approving licensure pay
 - g. Ordering Alaska Medicaid vouchers & tracking voucher use
 - h. Scheduling of per diems
 - i. Educational leave & education reimbursement
12. The Transplant Department will work with the SWCC Department to set up accounts for the following urgent discharge needs, which should be billed to the Transplant Department (not the organ-specific Patient & Family Needs Funds):
 - a. Taxi vouchers via Yellow Cab account
 - b. UWMC cafeteria vouchers
 - c. Pharmacy vouchers
 - d. UWMC parking vouchers (Triangle Garage/Surgery Pavillion)
 - e. PADR or equivalent for inpatient discharge needs such as durable medical equipment

C. Tasks to be Managed by the Social Work and Care Coordination (SWCC) Department

1. A Social Work Manager will continue to provide individual & group clinical supervision to the two Transplant Social Workers who have associate level licenses to meet their supervision requirements for their clinical license.
2. Social Work leaders in the SWCC Department will be available ongoing for ad hoc case consultation should there be a request from a Transplant Social Worker to meet with a Social Work leader.

- 80 3. The SWCC Department will continue to invite the Transplant Social Workers to
81 departmental continuing education offerings. Education time off and education leave
82 funds will be managed through the Transplant Department and will follow the parameters
83 outlined in the CBA and departmental policies and procedures.
- 84 4. The SWCC Department office administrative assistant will continue to record Transplant
85 Social Workers attendance at internal SWCC Department CE events.
- 86 5. The SWCC Department will apprise Transplant Social Workers via email of CE events,
87 regulatory changes, and pertinent updates that affect practice or licensure.
- 88 6. The SWCC Department will continue to allow Transplant Social Workers to access the
89 accounts listed in B.12, until accounts have been arranged & are available for use by the
90 Transplant Department.

Transplant Patient & Family Needs Funds Process

Purpose:

Transplant Patient & Family Needs Funds are intended for use by Transplant Social Workers to assist unfunded or underfunded patients who experience financial barriers to transplant. Uses of these funds are at the discretion of the Transplant Social Workers, and include, but are not limited to: lodging, gift cards for grocery and basic needs, and gas cards. The funds are not to be used for: rent, health insurance premiums or copays, services or lodging that are covered by health insurance, any other non-psychosocial needs, or use by staff other than Transplant Social Workers.

Process:

1. Assessment: Social Workers will assess eligibility based on the patient's current income, resources, insurance coverage, and other support systems including charity assistance programs. Social Work will pursue all other sources of funding for patients including, but not limited to, Medicaid or other insurance providers, patient and/or family member resources and assets, charity assistance and any other sources of payment before granting assistance under this policy.
2. Once a need is identified, the Social Worker will email the Transplant Department Administrator and Transplant Financial Manager for awareness and tracking purposes.
3. Transplant Financial Manager will arrange payment within 24 hours of request.
4. Social Workers will document the request, assessment, and result in the patient's Electronic Health Record.

Tentatively Agreed To:

For the Union:

Signed by:
Kristen Sharp
EA0601991FBC4E3...
Date 9/16/2025

Signed by:
Rebekah Fujimura
3CB56BD219984F1...
Date 9/16/2025

Signed by:
Bethany Barnes
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Date 9/19/2025

Signed by:
Stacey McLandish
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Date 9/16/2025

For the Employer:

Signed by:
Thomas Wray
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Date 9/15/2025