

**Letter of Understanding
Between
Essentia Health
and
United Food and Commercial Workers – Superior Health
Local #1189**

This letter serves as a written summary of our oral agreement to implement a temporary shift incentive for the Clinical Assistants (CMA or LPN) within our clinic teams (primary and specialty care alike).

Employees who volunteer to work extra hours at the Employer's request shall be paid an additional \$15 per hour incentive pay for any shift worked in the role of a Clinical Assistant above their current assigned FTE. This incentive is in effect for the 8 pay periods between 12/06/21 – 3/27/22.

The following defines eligibility: Any part- or full-time Clinical Assistant (CMA or LPN) who works above their current FTE in the role of a Clinical Assistant. Clinical Assistants who have a Flex FTE position (0.6-0.8 FTE, for example) will be eligible for the shift incentive when they work in the role of a Clinical Assistant above the scheduled FTE on the current work schedule.

Example: A Clinical Assistant who was hired into a 0.6-0.9 Flex FTE position and is currently scheduled to work 0.8 FTE, will be eligible for the incentive for help needs that put her above 0.8 FTE.


Casual status Clinical Assistants who have met their minimum work requirement as stipulated in their respective CBAs, are eligible for the \$15 per hour incentive pay for any shift worked in the role of a Clinical Assistant beyond that requirement.

The incentive will be applied to full or partial shifts (as determined by the supervisor) as long as employees are working above their regular FTE. If a CMA/LPN has scheduled PTO during a pay period and they wish to pick up extra shifts on other days within the same pay period, they will still be eligible for the incentive pay on the extra shift(s).

It is mutually understood that the Clinical Assistant shift incentive does not apply to:


- a CMA/LPN who has Unscheduled PTO during the work week when the extra shift was worked;
- a CMA/LPN who is on call;
- a CMA/LPN who has mutually agreed to change shifts with a colleague;
- a CMA/LPN who is working a different shift through mutual agreement with their supervisor, or
- a CMA/LPN whose regular scheduled shift happens to extend beyond their scheduled end time as they finish caring for patients and the ancillary duties associated with that care.

The incentive pay program will expire on March 27, 2022 and may be extended by mutual agreement between the employer and the union.



Sarah Aili
Employee & Labor Relations Specialist
Essentia Health

12/13/2021
Date



Stacy Spexet
Union Representative
UFCW

13 DEC 21
Date