


**Letter of Understanding  
Between  
Essentia Health  
AND  
UFCW Service Workers**

**Subject Matter:** Sterile Process Technicians Extra Shift bonus


Essentia Health and UFCW Service Workers agree to the following terms to address the temporary shortage of Sterile Processing Technicians at Essentia Health – Miller Dwan.

Beginning October 12, 2020 through November 22, 2020, Sterile Process Technicians who sign up to work extra shifts are eligible for Extra Shift Bonuses. After the schedule is posted, a five dollar (\$5.00) per hour shift bonus will be awarded for each shift picked up more than 48 hours before the start of the shift. A shift bonus of three dollars (\$3.00) per hour will be awarded to staff who sign up to work extra shifts 48 hours or less before the start of the shift. In accordance with the above guidelines employees are eligible for the bonus if a minimum of two (2) or more hours are picked up before or after their shift. Any FTE status Sterile Process Technician that signs up for an extra shift during this period are eligible for the shift bonus. Casual employees are not eligible for the pickup shift bonus.

Employees who switch shifts on the posted schedule or call off for a shift and pick up another shift within the same pay period, are not eligible for a bonus to be paid. Schedule adherence is expected and deviations from the schedule are discouraged and must be agreed upon in advance between the Employee and the Employer.

  
\_\_\_\_\_  
**Sarah Aili**  
**Essentia Health**

**10/11/2020**  
\_\_\_\_\_  
**Date**

  
\_\_\_\_\_  
**Stacy Spexet**  
**UFCW Service Workers**

**12 OCT 20**  
\_\_\_\_\_  
**Date**