

**SIDELETTER – UCLA/UCLAMC**

**Experienced Based Steps**

As outlined in Article 42 – Wages, the parties agree that beginning on the nearest and following bi-weekly pay date to 120 days from the date of ratification of the agreement, employees will be placed onto an experienced based step compensation structure. Experience will be determined as the number of years worked at the University in the employee's current classification or classification series in addition to relevant experience worked outside of the University. Experience may be included for comparable experience from work outside the country; however that will be determined by the job requirements at the discretion of the University.

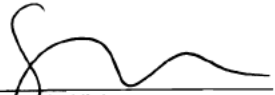
Where a license or certification is required for an employee's current University classification, relevant outside experience will be considered from the time and place that the required licensure or certification was attained. The employee's prior record of experience, i.e., job application, experience summary sheet, resume, will be considered as viable proof of employment history.

Employees in classifications in which licensure requirements have changed shall receive credit for outside experience as long as that employee has maintained the required licensure at the time the licensure was required.


In order to facilitate the on-going review of relevant work experience, the University will use a common date of July 1st of each year (beginning July 1, 2008) to calculate the amount of experience.

Within 30 days of the initial step placement, defined as the first paycheck indicating a step/rate, an employee may submit a claim for reconsideration of experience. Claims received following that deadline will not be reviewed or considered.

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