

**UCD/CNA Side Letter
Exempt Nurse Anesthetist**

The University of California, Davis (UCD) and the California Nurses Association (CNA) mutually agree to continue to keep the Nurse Anesthetists at UCD exempt under the Fair Labor Standards Act (FLSA).

Guidelines

The department of Anesthesiology & Pain Medicine agrees to meet with the represented CRNAs on a quarterly basis to review operational concerns and to consider (and, if approved, to implement) any CRNA's request for a temporary reduction in work schedule. (See Attachment 1 - Hours of Work)

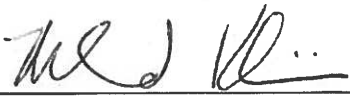
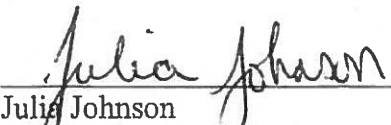
CRNAs can only be mandated a maximum of 2 back-up shifts within a 30-day period. These shifts are for coverage of the Night shift CRNA's sick call only. The back-up call shift ends at 2300 hours.

The scheduling practices for the Nurse Anesthetists shall remain in control of the principal and/or assistant principal nurse anesthetist. The current scheduling practices shall not be changed without mutual agreement between the Union and the University.

Attachment 1 Hours of Work; the FLSA-exempt status language for CRNAs

Attachment 2 Extra Shift Payment Plan for UCD Senior CRNAs; the language for Career CRNAs to receive compensation for and volunteer for additional shifts over their appointment.

The following signatures denote agreement of the Exempt Nurse Anesthetist side letter:

	<u>3/4/19</u>		<u>12/18/18</u>
Mo Kashmiri	Date	Julia Johnson	Date
C.N.A. Labor Representative		UC Davis Labor Relations Manager	

Exempt Nurse Anesthetist Side Letter: Attachment 1

Hours of Work

1. The normal workweek for a full-time exempt nurse anesthetist is considered to be 40 hours, and for part-time exempt nurse anesthetists the proportion of 40 hours equivalent to appointment percentage. However, greater emphasis is placed on meeting the responsibilities assigned to the position rather than on working a specified number of hours. Exempt nurse anesthetists do not receive overtime compensation or compensatory time off, or additional compensation beyond the established salary for the position. After extended periods of additional time worked or unusually heavy workload, supervisors may approve a nurse anesthetist's request for a temporary reduction in work schedule with no loss of pay. Such requests shall not be unreasonably denied.
2. Accounting for Time Not Worked
 - a. For full-time exempt nurse anesthetists, leaves with and without pay shall be used in one-day increments only.
 - b. Part-time exempt nurse anesthetists shall account for time off work in increments not less than that portion of a day during which a nurse on less than full-time pay status is normally scheduled to work; absences of less than a nurse anesthetist's regularly scheduled work day shall not be charged against accrued leave time.
 - c. The salary exempt nurse anesthetists shall not be reduced for absences of less than a full day or less than that portion of a day during which a nurse anesthetist on less than full-time pay status is normally scheduled to work.

Exempt Nurse Anesthetist Side Letter: Attachment 2

Extra Shift Payment Plan for UCD CRNAs

1. Career CRNAs are eligible for the Extra Shift Payment Plan.
2. Participation in the Extra Shift Payment Plan is voluntary.
3. Career CRNAs will sign-up identifying their preference of days.
4. CRNAs must have completed their standard work schedule in order to be eligible to receive the extra shift payment for working additional shifts (e.g., if out due to illness, CRNAs are ineligible for extra shift payment during that pay period; however, if they choose to work a scheduled extra shift, that day can be used in lieu of sick leave, and no time will be deducted from their sick leave accrual).
5. The Clinical Vice-Chair, the Nurse Anesthetist Manager-1, or designee, shall designate and identify extra shifts eligible for the Extra Shift Payment Plan.
6. Hours identified for Extra Shift designation will be documented in a memorandum which will be posted via email and/or be posted in the Anesthesia board runner's office in the main schedule book.
7. Extra shifts will be assigned on a rotational basis to the CRNAs who volunteer, based on University Seniority.
8. Payment for working an extra shift will be based on the biweekly rate of step of the CRNA salary range, expressed in a full-shift amount.
 - a. The calculation for an 8 hour shift will be as follows:
 - i. Biweekly rate times 1/10 times 1.5, rounded to the nearest hundred dollars
 - b. The calculation for a 10 hour shift will be as follows:
 - i. Biweekly rate times 1/8 times 1.5, rounded to the nearest hundred dollars
 - c. The calculation for a 12 hour shift will be as follows:
 - i. Biweekly rate times 1/6.66 times 1.5, rounded to the nearest hundred dollars.
9. The Extra Shift Payment will be adjusted with each increase of Step 1 of the CRNA salary range.
10. This side agreement shall be effective during the period of the UC-CNA Agreement from September 28, 2018-October 31, 2022.