

## WSNA Local Unit UNIVERSITY OF WASHINGTON MEDICAL CENTER

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### Local Unit Officers

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### WSNA Web Site

www.wsna.org

*The Oldest and Largest Union  
Representing Registered Nurses in  
Washington State*



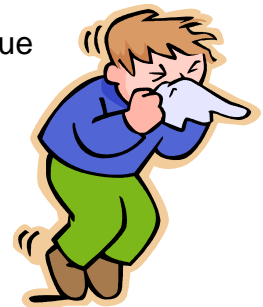
**WASHINGTON STATE  
NURSES ASSOCIATION**

## New Contract Begins

On the dawn of a new contract cycle, it is important to acknowledge the fact that despite a house-wide pay freeze, ALL bargaining unit nurses WILL be receiving pay increases as bargained by WSNA. This is a front line priority for WSNA and we will continue to fight to protect all of your benefits!!

## Fragrance Free Zones>>>>>Get Familiar!

Although it has not become a hospital-wide policy, please know that certain areas and units are identified as "Fragrance Free Zones." This means that the use of perfumes and self care items containing fragrances are completely discouraged. This has been put into place due to ongoing patient and staff safety concerns. These items can trigger allergies, headaches and asthma exacerbations in those affected by particular fragrances. Thanks for your continued support and adherence to this policy.



**We Need Your Updated Home Emails! Please forward these to: [membership@wsna.org](mailto:membership@wsna.org)**

## Voluntary Leave Without Pay DOES NOT receive priority!!



We indicated at our recent Conference Committee Meeting that certain units were posting a preferential first come first serve LWOP list for those nurses given the choice of taking the day off. Management confirmed that such VLWOP Should Not receive priority for those wishing to have the day off via LWOP over those nurses wishing to have the day off with use of benefit pay.

## Remember your Weingarten Rights!

Remember your WEINGARTEN RIGHTS - it is under the Supreme Court's Weingarten decision, when an investigatory interview occurs, the following rules apply:

**Rule 1** - The employee must make a clear request for union representation before or during the interview. The employee cannot be punished for making this request.

(Note: *If you ask the employer, "do I need union representation?" the answer may be no. It is up to you to make the statement that you want union representation.*)

**Rule 2** - After the employee makes the request, the employer must choose among three options. The employer must either:

- a. Grant the request and delay questioning until the union representative arrives and has a chance to consult privately with the employee; or
- b. Deny the request and end the interview immediately; or
- c. Give the employee a choice of: 1) having the interview without representation, or 2) ending the interview

**Rule 3** - If the employer denies the request for union representation and continues to ask questions, it commits an unfair labor practice and the employee has a right to refuse to answer. The employer may not discipline the employee for such a refusal.

So ..... if called into a meeting with management, read the following (or present this card) to management when the meeting begins.

**"IF THIS DISCUSSION COULD IN ANY WAY LEAD TO MY BEING DISCIPLINED OR TERMINATED, OR AFFECT MY PERSONAL WORKING CONDITIONS, I RESPECTFULLY REQUEST THAT MY UNION REPRESENTATIVE BE PRESENT AT THIS MEETING. WITHOUT REPRESENTATION PRESENT, I CHOOSE NOT TO PARTICIPATE IN THIS DISCUSSION."**

Please notify one of us, your elected Officers or Nurse Rep immediately and let's talk.



## **2009 WSNA Local Unit Leadership Conference in Lake Chelan, Washington - September 27 - 29, 2009**

Be on the lookout for the flyers and emails about the conference. If you are interested in attending, please contact me, and I will sign you up when the time comes up. Did I mention that your Local Unit will fund your registration and reimburse you for the room? Every room has a view of the lake. Also, did I mention that the temperature last year was in the 70s - 80s during the fall in Lake Chelan? On the [WSNA Web site](#) you can check out the pictures and the sessions that occurred last year.

## Local Unit Rep Meeting and Dinner

We will be having a Local Unit Meeting by the end of July. This will include all of the Local Unit Reps and any individuals who desire greater involvement within the Association. We welcome you to attend this evening of learning and strategy! Keep your eyes peeled for future information regarding time, place and date of this dinner.

Contact Local Unit Chair Steve Krauss for details about time and date.

*United, we make all the difference.*



## Assignment Despite Objection (ADO)

### What is an ADO form?

An ADO form is used when an RN is floated to an unfamiliar unit or is asked to take a patient load that compromises patient care; if there is insufficient support staff; if charge nurses are unable to complete charge nurse duties because of their own patient assignment; equipment not working or unavailable; or is not trained in use of equipment.

### How does that work at UWMC?

The ADO form is used if there is UNSAFE staffing on your unit. I suggest that every unit representative put a few in their mailbox on their unit and lets the nurses know where they are located. If you need the form, please let one of the officers know or call your Nurse Rep, Ed Zercher at 206-575-7979, Extension 3022.

The ADO form needs to be filled out right away, so you don't forget all the details of why there was an unsafe situation on your unit. You can copy the staffing sheet for your shift, and if all the information does not fit, type it up and attach it to the form. You need to notify one of us – Steve, Anita, Kathy or Ed and give us a copy of the form. A copy also needs to go to your manager and make sure that you keep one as well.

Every month we meet for Nurse Conference Committee. Among other topics, we discuss ADO forms. Please take the time to fill out the forms; otherwise we don't know that there is a problem and then we can't fix it.

Just FYI: if you feel unsafe, you can refuse to take a patient load BEFORE you are given report, but if you refuse your assignment afterwards you can be charged with abandonment of you patients. However, that does not mean that you cannot talk to your charge nurse or manager if you feel that your patient assignment is unsafe.

**These are the instructions for completing an ADO form and the Chain of Command.**

A nurse questioning the level of staffing on his or her assigned unit is encouraged to communicate this concern in the following manner:

- a. By discussing the concern with the person responsible for the staffing on that shift, they should then assess the staffing levels and seek to remedy the situation. When no adjustments are possible with the unit, the person in charge should contact his or her immediate supervisor on duty.
- b. The supervisor as he/she determines appropriate should utilize available management resources to attempt to resolve the situation.
- c. If the nurse is dissatisfied with the decision of the supervisor, the nurse should initiate an Assignment Despite Objection (ADO) form and, if necessary, a quality management form, by the end of the shift.
- d. If there is no mutually satisfactory resolution to the staffing problem, and the problem appears to be one which will be recurring, the nurse may submit his/her documentation to the local unit officers or the unit-based staffing committee.
- e. If the staffing problem is unresolved, the local unit should submit the documentation to the Nurse Practice Committee or Conference Committee, as the Association designates, for consideration and recommendation. The parties shall ensure that patient confidentiality standards are fully met.
- f. Nurses who raise staffing concerns should be free from restraint, interference, discrimination, or reprisal.

For more information, refer to WSNA's "Guidelines for Giving, Accepting, or Rejecting an Assignment". A copy can be sent to you with the instructions listed herein.

	<b>Nurse</b>	<b>Supervisor</b>	<b>Local Unit Officers</b>	<b>WSNA</b>
<b>Time Frame for filing ADO</b>	Day of Complaint	1-14 days	14-30	30-60 days
<b>Action</b>	File one copy	Investigates	Bring to Conference Committee	Examine Trends
	Await response	Responds to RN	Responds to RN	

**REMEMBER!!!**

You are encouraged to familiarize yourself with Department of Labor and Industries website and Workplace Rights Complaint Forms. These reports are necessary in an effort to create ongoing accountability for items such as Missed Breaks and Lunches, Mandatory Overtime, inappropriate use of On-Call and others. Please visit website below to access forms and answer any questions you may have.

<http://www.lni.wa.gov/WorkplaceRights/ComplainDiscrim/WRComplaint/default.asp>

