

**AGREEMENT**

**BETWEEN**

**LOCAL 5094**

**Health Professionals and Allied Employees  
AFT/AFL-CIO**

And

**UNIVERSITY HOSPITAL**

**Professional Staff**

**October 1, 2024 – September 30, 2027**

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## **PREAMBLE**

This Agreement is effective October 1, 2024 and is made between the University Hospital, 150 Bergen Street, Newark, New Jersey, 07103 (hereinafter called "University Hospital" or "The Hospital") and the Health Professionals and Allied Employees, AFT, AFL/CIO, 110 Kinderkamack Road, Emerson, New Jersey, 07630 (hereinafter called the "Union").

The parties recognize that it is the responsibility of the Hospital to provide high quality educational programs, to encourage the development of new knowledge through research, and to provide patient care services to the larger community. The Hospital recognizes that due to their education and experience, the negotiations unit employees covered by this Agreement have a unique contribution to make towards the advancement and execution of the missions of the Hospital.

This Agreement is intended to contribute to the fulfillment of those responsibilities. The parties recognize and declare that it is their mutual goal to maintain a harmonious relationship in determining terms and conditions of employment. To this end they mutually enter into this Agreement which sets forth the employment relationship between the Hospital and the negotiations unit employees subject to this Agreement under applicable State and Federal law.

### **ARTICLE 1. AGREEMENT SCOPE**

This Agreement covers all non-supervisory, full and part-time professional staff of the Hospital (referred to herein as "staff") as specified by the Public Employment Relations Commission Certification, Docket No. RO-92- 115, dated February 7, 1992 and as amended by the supplementary Agreement between the Hospital and the Union, dated July 14, 1992. The Agreement also covers all employees, (including temporary, casual and per diem employees) required to be included in the negotiation unit pursuant to Workplace Democracy Enhancement Act, P.L. 2018, c.15. Excluded are those job titles set forth in said certificate as not being represented by the Union herein.

### **ARTICLE 2. UNION STATUS**

#### **2.01 Recognition:**

The Hospital recognizes the Union as the exclusive collective negotiations representative of every negotiations unit employee covered by this Agreement.

At the time a new negotiations unit employee, subject to this Agreement is hired or transferred into the negotiations unit, the Hospital will deliver to negotiations unit employee a mutually agreed upon written notice provided by the Union which includes a list of Union Representatives (which Representatives are defined as negotiations unit employees under this Agreement who are authorized by the Union to represent it).

Directly after the completion of general orientation presentations, the Hospital's Human Resources representative will introduce the HPAE representative designated by the Union who will distribute orientation packets to the new HPAE employees. At that time, the representative designated by the Union, will be provided time, no less than thirty (30) minutes to speak to all new negotiations unit employees. The Hospital will continue the practice of providing the Union with notification of the names of new hires into negotiations unit titles, who are scheduled to attend each general orientation session. The Hospital shall provide the Union with notification of the names of newly transferred HPAE negotiations unit employees and within the first month of being transferred provide the Union with no less than thirty (30) minutes to

Speak to all transferred negotiations unit employees.

## **2.02 Union Dues:**

The Hospital agrees to deduct from the regular paycheck of employees included in the negotiations unit, dues for the Union, provided that the employee authorizes such deduction in writing in proper form to the local Human Resources Office.

The Hospital shall make Union dues deductions from a new employee within two (2) pay periods from the date of receipt from the Union of the new employee's signed dues deduction authorization.

Union dues deductions from any employee in the negotiations unit shall be limited to the Union, the duly certified majority representative. The movement of an employee from one title to another title, from one status to another status and/or from one HPAE negotiations unit to another HPAE negotiations unit will not affect or interrupt dues deduction, unless the new title or negotiations unit is not represented by HPAE.

For the purpose of calculating dues deductions, reimbursement for tuition shall not be included as part of the gross salary of an employee.

The Hospital shall make every effort to immediately cease deduction of HPAE dues when an employee transfers out of the negotiations unit.

In order to withdraw from a dues' authorization, a negotiations unit employee must submit a written request to withdraw from the Union to the Office of Human Resources. An employee's notice of revocation of such authorization shall be effective on the 30<sup>th</sup> day after the anniversary date of employment. Within five (5) days of receipt of the notice from the employee of revocation of authorization for the payroll deduction of fees, University Hospital shall provide notice to Union of an employee's revocation of such authorization.

The Union will indemnify and hold the Hospital harmless from any claims, actions or proceedings brought by any negotiations unit employee in the negotiations unit which arises from dues deductions made by the Hospital. The Hospital shall not be liable to the Union for any retroactive or past due dues for a negotiations unit employee who was identified by the Hospital as excluded or confidential or in good faith was mistakenly or inadvertently omitted from the deduction of the dues.

## **2.03 Transmission of Dues:**

As soon as operationally feasible, dues and initiation fees so deducted by the Hospital shall, within ten (10) days of the date of deduction, be transmitted to the designated officer of the Union together with the first and last name of each employee included, along with each employee's (1) Employee ID number, (2) amount of HPAE dues, (3) status (FT, PT, or PD), (4) Base Rate, (5) amount of COPE deduction, and (6) the applicable gross pay. Once dues are transmitted to the Union, their disposition shall be the sole and exclusive responsibility of the Union. The Secretary of the Union shall certify to the Hospital the amount of Union dues and shall notify the Hospital of any changes in dues structure forty-five (45) days in advance of the requested date of such change. This information shall be available on-line for access by designated union officers. On-line access will allow for information to be downloaded in Excel format.

## **2.04 Union Representatives, Rights and Limitations:**

The Union shall furnish the Director of Labor Relations in the Office of Human Resources or other designee of the Hospital a list of all official Union representatives, specifying their authority and showing

the name, title or office for each and the departments and shifts for which they function. The Union shall notify the Hospital of any changes in the list within fifteen (15) working days of any change.

The Hospital will furnish the occupational title of every Hospital negotiations unit employee such as the Vice President and Chief Executive Officer of the hospital, Department Heads or subordinate level department supervisors or Human Resources representatives who have the authority from the Hospital to be considered either the immediate supervisor of any negotiations unit employee for oral or written complaint, or written grievance purposes, or who are otherwise empowered by the Hospital to interpret or apply the terms and provisions of the Agreement on behalf of the Hospital.

Both parties agree to recognize and deal with only properly authorized and empowered Hospital or Union representatives who are officially made responsible by the parties' written compliance with the Section.

It is agreed that the Union will appoint or elect up to ten (10) representatives and up to eight (8) officers who will be recognized by the Hospital in their defined authority to act for the Union.

The names of these representatives and officers will be provided to the Director of Labor Relations and the Director of Human Resources Services and updated within thirty (30) days of any change.

Each representative will be provided one full day per fiscal year, without loss of pay, to be released for Union training. Requests for Union training release time must be submitted no less than three (3) weeks in advance. If operationally feasible, exceptions will be considered. Approval for release time for Union training is at the discretion of the Hospital and subject to operational needs. The Union training release day must be used in the fiscal year and cannot be carried over.

The Hospital agrees that during working hours, on its premises and without loss of base pay, or when otherwise agreed upon, Union representatives previously designated and authorized to represent the Union and recognized by the Hospital shall be allowed to:

- a) Represent negotiations unit employees in the department/work unit.
- b) Investigate a grievance, provided such investigation time will be limited to a maximum of one (1) hour and further provided there is no interruption of work activities. In emergency situations, these time limitations may be extended if approved by the Office of Human Resources or the supervisor on duty should the Office of Human Resources be closed.
- c) Post Union notices.
- d) Attend negotiating meetings (the number of representatives to be agreed upon between the Union and the Hospital) if designated as a member of the negotiating team and scheduled to attend by the Union.
- e) Attend scheduled meetings with the Hospital.
- f) Attend/conduct membership meetings limited to a maximum of one hour. Any meetings conducted by the Union must be done during lunch or break time.

The authorized Union representative shall provide reasonable notification to the employee's supervisor

whenever the employee requests permission to transact such Union business. Permission will not be unreasonably withheld. It is understood that the supervisor has the right to seek rescheduling of appointments when the work situation warrants this.

#### **2.05 Union Bulletin Boards and Mail:**

The Hospital will provide space on centrally located bulletin boards at University Hospital for the exclusive use of the Union. Further, the Hospital recognizes the right of the Union to post notices on bulletin boards in employee lounges where they exist.

As a matter of courtesy, the Union shall provide the Hospital's Director of Labor Relations and the Director of Human Resources Services with a copy of all postings. The Hospital shall have the right to remove material from the bulletin boards which is profane, obscene, defamatory of the State or the Hospital and its representatives or which constitutes election campaign material.

When the Union has mail to be delivered to its officers or representatives, the Hospital's interoffice mail system will be made available, provided that priority is retained for the business of the Hospital. The HPAE staff and representatives shall have the right to e-mail HPAE members who have University Hospital e-mail accounts. University Hospital e-mail use shall be consistent with Hospital policy.

Any mail incorrectly addressed to the Union at the Hospital shall be forwarded with reasonable care to the Union at the address set out in the Preamble to this Agreement.

Union officers and representatives shall be allowed to use fax machines within the Hospital to send grievance reports to the Labor Relations office and the Union office in Emerson, NJ, provided that the primary use of the fax machine is for the business use of the department.

#### **2.06 Union Business:**

The Hospital agrees to provide leave of absence at the base rate of pay equal to the length of the negotiations unit employee's regular work shift for officers of the Union to attend Union activities.

The Union shall have the right to designate any Union Board Member or Representative for such leaves of absence for HPAE 5094 business. A total of twelve (12) days of such leave in the aggregate may be used each year of this Agreement.

This leave is to be used exclusively for participation in regularly scheduled meetings or conventions of labor organizations with which the Union is affiliated or for training programs for Union representatives and Union Officers and for which appropriate approval by the Hospital is required. Written notice from the Union (including a Local Co-President), of the authorization of an individual to utilize such leave time shall be given to the negotiations unit employee's supervisor with a copy to the Office of Labor Relations at least fourteen (14) days in advance of the date of such meeting except in an emergency, when less notice may be given. Granting of such leave to a negotiations unit employee shall not be unreasonably denied by the Hospital.

In addition, the Hospital agrees to provide leave of absence without pay for officers or representatives of the Union to attend Union activities. A total of twelve (12) days in the aggregate of such leave of absence without pay may be used in each year of this Agreement. Granting of such leave shall not be unreasonably denied by the Hospital. This additional leave of absence without pay is to be used with the same conditions and restrictions as leave for Union business with pay provided in this section.



## **2.07 Information and Data:**

A full list of professional job titles and their respective salary ranges shall be appended to the collective negotiations agreement. This list is complete as of the date of ratification of this contract.

The Hospital shall continue to provide the Union with revisions of Hospital and Human Resources policies in a timely manner. The Union will be placed on an Email list to receive all notices of changes in Hospital policies and the changes in the Human Resources policies.

The Hospital shall maintain a union data library which shall contain the following information about negotiations unit employees: name, gender, Hospital ID, job title, current date of hire, department, classification description [FT, PT, PD (pending coding update in the system) exempt or non-exempt, bi-weekly standard hours] , salary table, grade, step, hours per pay period, hourly rate, annual salary, home address, home and cell phone numbers to the extent available, personal email address to the extent available, and University Hospital email address. Access to the union library will be limited to a representative(s) designated by the union and agreed to with the Director of Labor Relations or his designee.

The Hospital shall maintain a listing of negotiations unit employees who have separated from the Hospital in the union data library, and this list shall be updated monthly. This list will include: name, Hospital ID, title, hire date, separation date, type of separation (termination, resignation, retirement or layoff) unit/school, and salary table.

All information the Hospital is required to provide will be provided in Microsoft Excel format.

In the event that any organization files an OPRA request with University Hospital requesting contact information about HPAE 5094 members, University Hospital shall within two (2) business days of responding to such request notify and provide to HPAE 5094 the identity of said organization and provide a copy of the information supplied to such organization, so long as HPAE 5094 pays for the copying cost of said information.

## **ARTICLE 3. PROFESSIONAL PRACTITIONER STATUS**

### **3.01 Appointment to Position:**

Appointment to a position shall be in writing with the date of hire, salary and any differential stated. A job description for the specific position occupied by the newly appointed negotiations unit employee will be distributed to them prior to or at orientation. Further, at the time of hire or a change in position, each negotiations unit employee will be informed in writing of the employee's current normal work week and days, current travel requirements, current shift differential, and current on-call requirements.

Other job descriptions defining all positions under this Agreement will be made available for review by an authorized Union representative upon request.

Negotiations unit employees holding positions which are grant funded shall be notified in a timely manner if the status of the grant has changed and such change will impact upon the negotiations unit employee's term of employment.

### **3.02 Work Outside of Job Classification:**

Negotiations unit employee shall be assigned work appropriate to their job classification. The parties agree that staff will not be assigned work substantially outside of their job classification on an ongoing

basis, as per the 3<sup>rd</sup> paragraph below.

Claims of work outside their job classification or of a demonstrable increase in job responsibilities, as identified by the Union, are to be submitted to Compensation Services with copies sent to the Chief Human Resource Officer and the negotiations unit employee's department head. The claims will be investigated and Compensation Services will provide a written decision within 120 calendar days from the date the claim was submitted. Such response shall include the substantive reason(s) for the determination. The remedy may include, but is not limited to, appointment to an acting position, reclassification to another title, payment for the time period when the additional higher-level duties were performed, an in-grade salary adjustment, etc.

If a negotiations unit employee's has performed work substantially outside of the employee's job classification for a period of three consecutive weeks, or more work days in any 12-month period, the negotiations unit employee will receive pay at the rate of the higher job classification for the period during which substantially higher-level duties were assigned.

If warranted, as a result of the review, additional compensation will be provided retroactive to the beginning of the pay period after the date the claim was received by Compensation Services. Should the claim be denied, the Union and the negotiations unit employee may request to meet with Compensation Services to discuss the decision. The decision of Compensation Services will be final, binding, and not subject to the grievance procedure. If appropriate and operationally feasible, any implementation will be effective within the next two (2) pay cycles.

#### **Acting and Interim Appointments**

Acting and interim appointments shall be governed by Hospital Policy 30-01-30-05:00 "Acting Appointments and Interim Appointments". The Hospital shall notify the Union of any negotiations unit employee who has been appointed to either an Acting or Interim position within fourteen (14) calendar days from the date of the appointment.

### **3.03 Job Reclassification, In Grade Salary Adjustment, and Secondary Appointment of Exempt Employees –**

#### **A. Job Reclassification**

Job reclassification is the formal and permanent change in a position's grade due to a substantive change in job content for a period greater than thirty (30) days. Reclassification may include a change in job title. Reclassifications may be initiated by either the employer or the Union on behalf of a negotiations unit employee by submitting a request to Compensation Services to reclassify the position, with copies sent to the Director of Labor Relations. Requests for reclassification will be investigated by Compensation Services and a written decision will be provided to the supervisor, the Department and the Union within one hundred and twenty (120) days from receipt of the request when operationally feasible. If appropriate, and operationally feasible, any implementation will be effective within two pay cycles from the date the decision was issued. Should the claim be denied, the Union and the negotiations unit employee may request to meet with Compensation Services.

#### **B. In Grade Salary Adjustment**

In-grade salary adjustments may be used by management to provide increases to employees who experience a demonstrable increase in their job duties or who have fallen behind in pay according to market factors.

Requests for In-Grade Salary Adjustments will be made in writing, by the Union, to Compensation Services, with copies sent to the Director of Labor Relations. A written decision shall be rendered in one hundred and twenty (120) calendar days when operationally feasible. Should the claim be denied, the Union may request to meet with Compensation Services to discuss the decision.

### **C. Out-of-Title Work**

Out-of-Title work is the performance of duties or the provision of special services by an employee, usually for an area other than their assigned department, unrelated to the normal duties of their regular position title.

Compensation to perform these responsibilities is at a rate to be determined by the Compensation Services Department based on the work to be performed. The Department must submit in advance a Request for Out-of-Title Approval to Compensation Services. The decision as to who is offered Out-of-Title work is at the department's discretion after consultation with the Compensation Services Department.

If warranted, as a result of the review, additional compensation will be provided retroactive to the beginning of the pay period after the date the claim was received by University Hospital's Compensation Services. Should the claim be denied, the Union and the negotiations unit employee may request to meet with University Hospital's Compensation Services to discuss the decision. The decision of University Hospital's Compensation Services will be final, binding, and not subject to the grievance procedure. If appropriate and operationally feasible, any implementation will be effective within the next two (2) pay cycles.

### **3.04 Promotions and Transfers:**

Professional staff are eligible for a promotion which occurs when there is a vacancy at a higher level for which they are qualified. The announcement of the position vacancy will include a description of the position, a detailed outline of expected educational and professional requirements and the salary range for the position.

Negotiations unit employees may bid online on any open position for which they qualify provided those positions are not being reserved for negotiations unit employees affected by a layoff or intradepartmental postings.

All regular vacant negotiations unit positions will be posted on the University Hospital website. The announcement of the position vacancy will be posted daily online. Interested internal candidates are to apply online. Computer Kiosks for the purpose of accessing job vacancies will be available at each Human Resources Office.

Each internal applicant within a department who meets the minimum requirements of the job description and applies during the first five (5) days of posting as identified on the position posting, shall be interviewed.

Each internal candidate will be notified in writing of the decision with respect to his or her candidacy on a timely basis. This decision will indicate: 1.) that the applicant has been offered the position, or 2.) that the applicant has not been offered the position, including a reason for such decision.

The Hospital agrees that seniority and all other relevant criteria will be taken into consideration in the

selection of internal applicants for a position. Any dispute regarding this paragraph shall be grievable to Step Two of the grievance procedure with the decision at Step Two being final and binding.

Transfer in status or classification shall not delay the use of entitled benefits.

At the time of promotion, a negotiations unit employee shall be provided the opportunity to negotiate their salary increase and shall receive written notice of final salary offer. Acceptance of the position constitutes acceptance of the salary, and the amount of the promoted negotiations unit employee's salary shall not be subject to the grievance procedure. This provision shall not result in any promoted negotiations unit employee being placed off guide.

Voluntarily transferred and promoted negotiations unit employees shall serve a ninety (90) calendar day probationary period, subject to a with a possible 30, 60, or maximum 90 calendar day extension. Time spent on an authorized leave shall not count towards the probationary period. Reclassifications and involuntary transfers within a Department do not serve a probationary period. Such negotiations unit employee shall retain all benefits and rights pertaining to negotiations unit members, including access to the grievance procedure, except for the decision concerning the outcome and disposition of their probation period.

At any time prior to the end of probation, the negotiations unit employee may return to their former position, provided that it is still available. If an employee opts to return to his or her former position, the employee may not bid on another position for three months. Should the negotiations unit employee fail probation, the Hospital shall return the negotiations unit employee to their former position if it is still available.

Should the negotiations unit employee's position not be available, the employee may be offered a vacant position to the classification of the former title held by the employee before the promotion, if one exists at University Hospital. If the vacant position is in a different department, the employee must serve a 90 calendar day probation period. If not, the employee will be placed on the recall list for one year.

### **3.05 Reassignment:**

Reassignment is the movement of a negotiations unit employee' from one job assignment to another within such negotiations unit employee's job classification and within their department. Such reassignment may be to another geographic location.

When negotiations unit employee is reassigned within their job classification, such negotiations unit employee's salary shall not be reduced below that which they would have received had the negotiations unit employee continued in their original position.

When a reassignment is deemed necessary, the Hospital will ask for volunteers. However, the final decision on which employee is to be reassigned resides with management and is not grievable. The Department shall notify the employee in writing, of the reason and status (permanent or temporary) for the reassignment. Except in the case of an emergency, the employee shall receive two (2) weeks' notice of a reassignment, or three (3) weeks' notice if the reassignment is to another campus.

### **3.06 Evaluations:**

- A. The annual performance evaluation will be conducted annually. At the time of the evaluation, employee will be provided a copy of their job description. Employees shall receive performance evaluations and will

have three (3) calendar days, excluding holidays and weekends, to review the evaluation. By the conclusion of the three (3) days, employee may add their comments to the original performance evaluation and shall sign the original performance evaluation. Comments added by employee shall be included in employee's Personnel file in Human Resources. If comments are not made within this period or employee does not sign within this period, the right to comment will be forfeited, the manager or immediate supervisor will note the refusal to sign and forward the evaluation to Human Resources for inclusion in the Personnel file.

B. Overall Rating Guidelines:

3 – Consistently Exceeds Standard

2 – Generally Meets Standard and May Occasionally Exceed Standard

1 – Does Not Meet Standard: Improvement is Required

C. Prior to evaluating employee as "1", employee's manager or immediate supervisor must notify employee that their performance is deficient and that they may receive no performance-based increases. Such notification shall be made through a written memorandum, documented oral warning, and/or written warning regarding performance issues. In addition, such notification shall contain a description of the performance deficiencies and the corrective actions needed to remedy the performance deficiencies.

D. Employee's performance must be re-evaluated after another ninety (90) day period. If upon re-evaluation the performance has not come up to a "2" level, the re-evaluation shall be considered a written warning in lieu of (2) days suspension for purposes of the disciplinary process and immediate improvement shall be required. The manager or immediate supervisor shall also advise employee that failure to improve performance may result in further discipline up to and including discharge.

1. Employee receiving an overall rating of "1" shall not be entitled to receive salary increase, if applicable, other than an across-the-board salary increase. If an employee received a rating of "1", the manager or immediate supervisor shall review the substance of performance deficiencies with employee and shall counsel employee as to appropriate steps which should be taken to improve performance and shall review with employee any warnings or prior counseling received with respect to performance.

2. An employee receiving a "1" may have a union representative present with him/her at the meeting. A representative of Labor Relations may also be present at the meeting. The purpose of the meeting is not to challenge the rating, but to promote employee's understanding of the basis of the rating and appropriate steps for improvement. Such a meeting shall not be considered part of the grievance procedure. Further, the performance rating of employee is not subject to the grievance procedure.

3. Employee shall be provided with copies of the performance evaluation and the agreement on performance standards and improvement goals. All evaluations shall be signed by employee and by the manager or immediate supervisor before being placed in employee's personnel file. Employee's signature shall signify that employee has seen and reviewed the evaluation, but not that she/he necessarily concurs with its contents. If the employee refuses to sign the evaluation, this should be noted on the evaluation form, and witnessed and dated by another supervisor or manager.

- E. Employee's performance evaluation rating is not subject to the contractual grievance procedure (Article 14).

## **ARTICLE 4. EMPLOYEE STATUS**

### **4.01 Classification:**

A negotiations unit employee will be classified as either (a) full time or (b) part time.

### **4.02 Regular Full Time Negotiations Unit Employee:**

A negotiations unit employee who is: (a) hired to fill a position for an indefinite period of time, and (b) is regularly scheduled to work thirty-five (35), thirty-seven and one-half (37.5) or forty (40) hours per week, as determined by the position/classification shall be deemed a Regular Full Time negotiations unit employee.

Regular full-time exempt staff will work their regularly scheduled work hours and are expected to work the necessary hours to complete their work assignments.

Regular full-time staff shall be eligible for all benefits pertaining to full-time status.

### **4.03 Regular Part Time Negotiations Unit Employee:**

A negotiations unit employee who is: (a) hired to fill a position for an indefinite period of time, and (b) is regularly scheduled to work twenty (20) hours or more per week but less hours per week than a Regular Full Time negotiations unit employee in the same position/classification as defined in Section 4.02 above, shall be deemed a Regular Part Time negotiations unit employee. A Regular Part Time negotiations unit employee shall be eligible for benefits as follows:

- a. Pro-rated vacation leave, sick leave, float holidays, holiday time, bereavement leave, and jury duty leave;
- b. 50% of the uniform allowance applicable to Full-Time staff as per Section 10.07;
- c. 100% of the applicable tuition assistance in accordance with Section 10.06 and applicable UH Policy; and
- d. Those Regular Part-Time negotiations unit employee that: (i) had health benefits as of July 1, 2010, (ii) were regularly scheduled to work 20 or more hours per week prior to July 1, 2010, and (iii) continue to work twenty (20) or more hours per week, shall be entitled to health benefits. However, continued benefits for these Part Time negotiations unit employee is subject to the continued approval of the State Health Benefits Commission ("SHBC"). UH will no longer provide or pay for the health benefits of a Regular Part Time employee if the SHBC deems them ineligible for continued coverage for any reason.

### **4.04 Regular Versus Temporary, Casual and Per Diem Employment:**

- A.** When a negotiations unit employee is hired or transfers into a position, such negotiations unit employee shall be advised as to their status as either a regular or temporary negotiations unit employee. Temporary staff are hired for a period of time not to exceed twelve (12) months in the same position

and are not eligible for any benefits except those required by law.

Temporary full-time negotiations unit employee shall be eligible for holiday pay after six (6) months of continuous employment. Part-time temporary negotiations unit employees are ineligible for holiday pay. After six (6) months of continuous employment in the same position, temporary full-time negotiations unit employees shall be eligible to accrue sick and vacation times.

Temporary employees shall not be subject to “progressive discipline” (i.e. the obligation to progress from written warning to suspension to termination). Rather, Temporary employees may be disciplined at any level, up to and including termination, at any time. The union may grieve such discipline at Step II, however, the decision of the Hearing Officer shall be final and binding and not subject to arbitration.

Regular negotiations unit employee shall not be laid off before temporary negotiations unit employee.

If the negotiations unit employee works beyond the twelve (12) months in the same position, or if the position is filled by a temporary employee beyond the twelve (12) months, the position shall be posted for bidding or closed. On a quarterly basis, the Union shall receive a list of temporary assignments including the date of the assignment.

- B.** Per Diem negotiation unit employee has an on-going but intermittent employment relationship with the Hospital and works more than four (4) hours per week on average within ninety (90) calendar days.

Per Diem negotiations unit employee shall not be eligible for any benefits except as required by law. Per Diem negotiations unit employee shall not be eligible for any sick time except as required by law.

Per Diem negotiations unit employees shall not be subject to “progressive discipline” (i.e. the obligation to progress from written warning to suspension to termination) and may be terminated at any time. Rather, Per Diem negotiations unit employees may be disciplined at any level, up to and including termination, at any time. The union may grieve such discipline at Step II, however, the decision of the Hearing Officer shall be final and binding and not subject to arbitration.

Regular negotiations unit employees shall not be laid off before Per Diem negotiations unit employees.

Per Diem staff positions shall be required to be posted on University Hospital’s website.

- C.** Casual negotiations unit employee is regularly scheduled to work less than twenty (20) hours per week within ninety (90) calendar days.

Casual negotiations unit employee shall not be eligible for any benefits except as required by law. Casual negotiations unit employee shall not be eligible for any sick time except as required by law.

Casual employees shall not be subject to “progressive discipline” (i.e. the obligation to progress from written warning to suspension to termination) and may be terminated at any time. Rather, Casual employees may be disciplined at any level, up to and including termination, at any time. However, the Union may request a meeting to discuss the nature of the discipline or termination.

Regular negotiations unit employees shall not be laid off before Casual negotiations unit employee

Casual staff positions shall not be required to be posted on University Hospital's website.

#### **4.05 Probationary Period:**

All Full and Part Time negotiations unit employees shall serve one hundred and eighty (180) calendar day probationary period following their initial date of hire. Time spent on an authorized leave shall not count towards fulfillment of the probationary period.

The Hospital reserves the right to extend the initial probationary period up to an additional thirty (30) days for Full and Part Time negotiations unit employees. A negotiations unit employees' employment may be terminated at any time during the probationary period. Such decision shall be final and binding, and not subject to the grievance procedure.

New benefit eligible employees will be eligible to use accrued sick leave, including New Jersey Earned Sick Leave after thirty (30) calendar days of employment from date of hire. Time spent on an authorized leave shall not count towards the probationary period. Vacations, holidays and float holidays may be used after ninety (90) calendar days from date of hire.

It is understood that employees in their initial probationary period do not have all the rights and benefits of employees who have satisfactorily completed their initial probationary period. Probationary employees shall not be entitled to "just cause" protections with respect to discipline and termination, "progressive discipline," or grievance or arbitration procedures with respect to discipline or termination. Further notwithstanding anything to the contrary herein, probationary employees shall not be eligible for promotions or transfers; time or compensation for participation in educational programs, workshops, seminars, conferences and/or conventions except for those that are required by the Hospital; leaves of absences, except for University Hospital sick days and New Jersey Earned Sick Leave (as referenced above) and any other leaves required by law; clothing or uniform allowance; service on Hospital committees except as required by the Hospital; notice, or payment in lieu of notice, and vacancy, bumping, and recall rights in the event of a layoff or unit closure or reorganization; consideration of scheduling requests or preference (except as to the use of accrued vacation, holiday, and float holiday time upon the completion of 90 days of service, as referenced above); or the reimbursement of costs associated with certifications.

#### **4.06 Personnel Files:**

A negotiations unit employee shall, within three (3) working days of a written request to Human Resources, have an opportunity to review their central Personnel file in the presence of an appropriate official of Human Resources to examine any criticism, commendation or any evaluation of their work performance or conduct prepared by the Hospital. Such examination shall not require a loss of paid time. If requested by the negotiations unit employee, a Union representative may accompany the negotiations unit employee.

A negotiations unit employee shall be allowed to place in such file a response of reasonable length to anything contained therein. The Hospital will honor a request made by a negotiations unit employee for a copy of any derogatory item, the negotiations unit employee's Employment application, resume,



performance evaluations or any correspondence addressed to the negotiations unit employee contained in the central Personnel file.

A negotiations unit employee may request the expungement of materials included in the file where there are pertinent and substantive inaccuracies, for reasons of time duration, relevance or fairness. Such requests will be evaluated in relation to the Hospital's needs for comprehensive and complete records but will not be unreasonably denied.

No document of anonymous origin shall be maintained in a negotiations unit employee's central personnel file nor be a part of any personnel action taken against a negotiations unit employee.

#### **4.07 Seniority:**

*A. Accrual:* Seniority will be credited from the date of hire or rehire to all regular Full Time or Part Time negotiation unit employees upon the successful completion of their initial probationary period. Per Diem employees shall accrue seniority within their job classification.

*B. Loss of Seniority:* A negotiations unit employee's seniority shall be broken by resignation, dismissals from employment, or other types of terminations, layoffs of more than one (1) year or refusal of a suitable position while on recall from layoff.

*C. Layoff:* Layoffs shall be administered in accordance with University Hospital policy except as stated below:

Seniority will prevail on layoffs due to lack of work in the job classification, efficiency reorganization or reductions due to economic considerations. Seniority will prevail on call backs within one (1) year from layoff. Notwithstanding the foregoing, when evaluating the need for layoff of a Per Diem employee, availability, specialization, and operational needs will be considered in addition to seniority; when all other factors are equal, seniority will prevail.

If there is a facility closure, the affected employees shall be treated as laid off staff.

#### **1. Bumping and Vacancies**

Bumps shall be only as per the procedure below. Negotiations unit employees shall be able to exercise bumping rights provided that they meet the requirements for the position.

A list of vacant positions will be available for review in the Human Resources offices.

A negotiations unit employee who chooses to fill a vacancy or to bump another negotiations unit employee and is subsequently informed by the Human Resources department that the salary of the vacant or bump position is more than ten percent (10%) below his or her current salary, shall be allowed to reconsider their decision and to go on to the recall list. In situations where a higher paid negotiations unit employee bumps an employee earning a lower salary, departments are encouraged to attempt to match the bumping negotiations unit employee's current salary, but in no event may the salary offered be less than the salary of the negotiations unit employee being bumped. In situations where a negotiations unit employee is placed in a vacancy pursuant to "a", "b" or "c" below, departments are encouraged to attempt to match the negotiations unit employee's current salary, but in no event may the salary offered be less than the amount budgeted for the offered position if such would represent a salary reduction for the negotiations unit employee.

Within their respective departments/work units, regular negotiation unit employees shall not be laid off before temporary or probationary negotiations unit employees in the same job classification.

Negotiations unit employee who have received layoff notices will be offered vacant positions as described in 4.07 a, or b, below prior to such vacancies being offered to negotiations unit employees on the recall list.

University Hospital shall prepare layoff/bumping notices and serve the layoff/bumping notices to the negotiations unit employee copying the Human Resources Generalist and the Union.

Upon receiving written notice of a layoff, the negotiations unit employee will reply in writing to the Department of Human Resources within three (3) calendar days, the last of which must be a business day, indicating whether h/she wishes to accept layoff or to exercise their bumping and vacancy rights.

When an individual is identified for lay off, Human Resources will initiate the process below within 2 business days following receipt of signed layoff notice from the negotiations unit employee:

- a. First, an employee identified for layoff will be offered the opportunity to fill a vacancy in their current title within University Hospital. If the employee chooses not to accept the vacancy offered, the employee may opt to be placed on the recall list. No probationary period.
- b. Second, if a vacancy pursuant to "a" above is not available, the employee will be offered the opportunity to fill a vacancy in their immediate prior title. If the employee opts not to fill a vacancy offered under this section, the employee may opt to be placed on the recall list or to proceed to "c" below. No Probationary period.
- c. Third, if the employee is not placed in a vacancy pursuant to "a", or "b", above, the employee may bump the least senior employee in their current title within University Hospital. If an employee opts not to exercise their bumping rights under this section, the employee may opt to be placed on the recall list. If the employee is unable to bump under this section, the employee may exercise rights under "d" below. Ninety (90) day probation, if an employee has less than 10 years' seniority. Time spent on an authorized leave shall not count towards the probationary period.
- d. Fourth, if the employee is not offered the opportunity to bump pursuant to "c" above, the employee may bump the least senior employee in their immediate prior title. If the employee opts not to exercise their bumping rights under this section, the employee may opt to be placed on the recall list. Ninety (90) day probation, if an employee has less than 10 years' seniority. Time spent on an authorized leave shall not count towards the probationary period.
- e. Employees who exercise rights under provisions "a", or "b", above will not be required to serve a probationary period. Employees with ten (10) years of seniority and who exercise rights under provisions "c", or "d", above will not be required to serve a probationary period. Ninety (90) day probation for employees with less than 10 years' seniority. Time spent on an authorized leave shall not count towards the probationary period.
- f. If a laid off employee is not offered a vacancy pursuant to Article 4.07 (1) "a", or "b", above, or the opportunity to bump pursuant to "c", or "d", above, the employee may opt to fill a vacancy in a lower classification in the Job Series which includes their job title at the time of layoff as listed

below. If there is no vacancy, the employee may bump down into a lower classification in the Job Series which includes their title at the time of layoff. Either of these moves constitutes a voluntary demotion, and the employee will no longer have rights to a position in their title at the time of layoff or to a previously held title.

- g. The opportunity to fill a vacancy or bump into a lower classification in the Job Series will only be available to a laid off employee after all other rights to vacancies and bumping in current title and immediate prior title have been exhausted. No probationary period for employees with 10 or more years of seniority. Ninety (90) day probation for employees with less than 10 years' seniority. Time spent on an authorized leave shall not count towards the probationary period. Refer to Appendix A- List of Job Series.

Vacancies shall be filled first before bumping. A list of vacancies shall be available for review in the Human Resources office.

Part-time negotiations unit employees may not bump full-time negotiations unit employees, however, they may bump other part-time staff at equivalent or less hours. Full-time staff may, however, bump part-time staff. Time off benefits for full-time staff bumping into a part-time position will be prorated. Prior to regular staff being placed on the recall list, regular staff may be placed in a vacant temporary position. A negotiations unit employee placed into a temporary position will continue to be benefits eligible. Regular staff who are placed into a vacancy which is a temporary position may bid on any vacant positions. When the temporary position has ended, the regular negotiations unit employee will be placed on the recall list for a full year based upon their former title.

A negotiations unit employee who is placed in a vacant position other than a temporary position may not bid on a vacant position for a period of three (3) months. A negotiations unit employee who bumps into a position other than a temporary position may not bid on a vacant position for a period of six (6) months.

## **2. Special Categories of Employees**

All regular full or part-time negotiations unit employees shall be covered by the layoff policy regardless of salary range, consistent with the following provisions:

- a. Negotiations unit employee employed under a J-Visa shall not be eligible for coverage.
- b. negotiations unit employee employed under a H-Visa shall have bumping rights only into the same job classification.

## **3. Notice of Layoff and Information to the Union**

If in a thirty (30) day period, fifty (50) or more employees are subject to layoff, University Hospital will provide twenty-eight (28) days' notice or compensation at the employee's regular compensation rate to the extent such notice is deficient.

If forty-nine (49) or less employees are subject to layoff, University Hospital will provide twenty-eight (28) days' notice or compensation at the employee's regular compensation rate to the extent such notice is deficient. When a layoff notice is served to the employee, Human Resources will meet and discuss applicable options as set forth in Article 4.07, C. 1. Bumping and Vacancies.

Upon receiving a written notice of layoff with rights, the negotiations unit employee will reply in writing to Department of Human Resources within three (3) calendar days, the last of which must be a Monday –

Friday business day, indicating whether the negotiations unit employee chooses to exercise such rights or elects to be placed on the recall list. If the Department of Human Resources does not receive a response from the negotiations unit employee within two (2) days, the last of which must be a Monday – Friday business day, of their being notified of the department within which the employee is being placed or bumping into, then the negotiations unit employee will be placed on the recall list.

University Hospital shall continue the practice of providing the Union with a copy of each layoff notice sent to negotiations unit employees. Such notice shall be provided, by mail, fax or email, within twenty-four (24) hours of the negotiations unit employee's receipt of the layoff notice. In the event that five or more negotiations unit employees are laid off within a pay period, the Hospital shall, upon notification to the Union of the names and job titles of the negotiations unit employees affected by the layoff, provide the Union with a full up to date seniority list in Excel format.

#### **4. Recall Rights**

Laid off negotiations unit members, in the order of Hospital seniority, have first recall rights beginning with the title and job requirements of the position from which they are laid off, to positions with comparable or lower requirements within the same classification series.

A negotiations unit employee who has been laid off with rights under this provision will be subsequently notified if a position in their former title for which h/she is qualified is now available for re-employment.

All laid off staff who have been employed for at least a year shall retain their rights of recall for one (1) year from the date of layoff. Should a laid off negotiations unit employee refuse a position when recalled, s/he shall be removed from the recall list. However, negotiations unit employees shall be allowed to refuse a position if the salary of the position is greater than or equal to ten percent (10%) less than the salary of their former position. If more than one (1) negotiations unit employee in the same job title is laid off, Hospital-wide seniority will be utilized to determine recall rights. Should an employee be recalled to a position other than the one they were laid off from, the employee has the option of refusing the position and continuing on the recall list (not to exceed one year from the layoff). If the employee accepts the position, s/he shall not have bidding rights for a period of six (6) months.

Upon recall, a negotiations unit employee shall retain their original date of hire.

#### **5. Continuity of Services**

The Hospital agrees to consider patient transition issues in determining how much actual notice is given to Mental Health and Social Work professionals of layoff, consistent with Section 3 above.

#### **4.08 J-1 Visa and H-1B Visa Employees:**

As part of its notification to the Union of a Labor Condition Application filed with the U.S. Department of Labor, the Hospital shall, if allowable by law, provide the Union with the name of each individual for whom the application is being made.

#### **4.09 Confidential Employees**

When new professional confidential titles are created, the Hospital will send a copy to the Union's HPAE Representative and the Local's Co-Presidents within 30 days of posting, and the Union may request a meeting with Labor Relations to discuss the reasons for the confidential designation. The same notification process shall be followed within 30 days of conversion of an incumbent union member to confidential status. The Union retains the right to challenge such a designation.

#### **4.10. Remote Work Arrangements**

Regular negotiations employees may request consideration for telecommuting from their departmental management or departments may designate negotiations unit employees for telecommuting based upon operational benefits to the organization per University Hospital policy dated February 28, 2022, and as amended or rescinded.

### **ARTICLE 5. WORK TIME**

#### **5.01 Normal Workday:**

The employee's normal workday will be either seven (7), seven and one-half (7.5), eight (8), ten (10), or twelve (12) work hours, except if they have been approved to work an alternative work arrangement. All defined workdays for non-exempt negotiations unit employee shall include rest periods as specified in section 7.16 and a scheduled meal period as specified in section 7.17. Regular full-time exempt negotiations unit employees are salaried staff, and, as such, their compensation is not determined by the number of hours they work in a workday. Exempt staff are expected to work the necessary hours to complete their work assignments.

#### **5.02 Normal Workweek:**

The workweek begins at 12:01 am. Sunday and ends midnight Saturday.

#### **5.03 Work Schedules:**

Requests or preferences for time off will be submitted in writing no less than one (1) week in advance of the date(s) requested except that Float Holidays may be used with less notice in the case of an emergency. Management has the right to require proof of an emergency usage of a Float Holiday. The Hospital will respond in writing to all written requests within one (1) week of submission.

Changes requested by a negotiations unit employee in their schedule will be considered by the Hospital and will not be unreasonably denied.

Negotiations unit employees shall receive as much notice as possible but not less than three (3) weeks' notice in writing, except in the event of an emergency, of a change in scheduled hours that requires a negotiations unit employee to work evening, night or weekend hours on a regular basis. A negotiations unit employee's schedule shall not be changed for disciplinary reasons; however, the Hospital reserves the right to change an employee's schedule if it is determined the employee needs closer supervision or for operational needs. Upon request, the Hospital shall meet with the Union only to discuss the change in schedule and its impact on affected negotiations unit employees.

If possible and where appropriate, the Hospital will seek volunteers to change to new departmental schedules.

#### **5.04 Overtime Work: Compensatory Time Off**

A non-exempt negotiations unit employee may request overtime payment or compensatory time off for hours worked in excess of forty (40) hours. The Hospital retains the option of paying non-exempt negotiations unit employee's overtime or granting compensatory time off as provided for in the Fair Labor Standards Act (F.L.S.A.) for public employment and such compensation will be at the rate of time and one-half (1½).

The Hospital shall give non-exempt negotiations unit employees as much advance notice as possible

relative to the scheduling of overtime.

Compensatory time off for exempt negotiations unit employees shall be in accord with current Hospital policy and Article 6.02.

**5.05 Weekend Defined:**

A weekend shall be defined as Saturday and Sunday for all negotiations unit employees.

**5.06 Inclement Weather:**

1. The President and CEO of the Hospital, or their designee, has the option, in their discretion, to declare an "Inclement Weather Emergency". The decision to declare an "Inclement Weather Emergency" will be announced on the Hospital's intranet page, on the Inclement Weather Hotline (telephone), and/or by any other reasonable means of communication. Once so announced, it is presumed that all employees are aware of the determination. Announcements of closing or "state of emergency" by any federal, state or local governmental agency will not pertain to University Hospital.
2. Employees will be assigned at the sole discretion of the Hospital as either:
  - a. Category Red employees – those employees whose presence the Hospital has determined as necessary to the provision of safe, effective and efficient services.
  - b. Category Blue employees – those employees whom the Hospital has determined may be absent for a limited period of time without impacting critical services to patients and the community.
3. The determination as to which Category employees are assigned shall be made by the applicable department, in the sole discretion of the department. Employees shall be advised of their assigned Category in writing, and will sign an acknowledgment of receipt of the assignment information. This acknowledgment will be forwarded to Human Resources by the department for inclusion in the employee's personnel file. If an employee is not so advised in writing, the employee shall default to Category Red. When the department deems it necessary to change the designation, it must advise the employee of the change and obtain a revised signed acknowledgment from the employee, which shall be promptly forwarded to Human Resources. Until the Hospital obtains an integrated electronic system, the Hospital will make reasonable, diligent efforts to provide the Union upon request employees' status.
4. If the Hospital declares an Inclement Weather Emergency, non-exempt Category Red employees will be paid as follows:
  - a. Employees who arrive for their assigned shifts on time will be paid a differential of 20% of their regular rate of pay for all hours worked.
  - b. Employees who report up to two (2) hours late for their assigned shift shall be paid their regular rate of pay for all hours worked and will be paid for the time, up to two hours, they were late. Employees must adhere to the department's call in procedure regarding lateness.
  - c. Employees who report for their assigned shift more than two hours late will be paid their regular rate of pay for hours actually worked only. Employees must adhere to the department's call in procedure regarding lateness.

5. If the Hospital declares an Inclement Weather Emergency, exempt Category Red Employees will not be paid additional compensation for working during the Inclement Weather Emergency, but may be provided compensatory time if they work their full normal workday or arrive for their work day within two (2) hours of the scheduled start of the day during an Inclement Weather Emergency, to be used in accordance with Article 6.02. If a Category Red exempt employee does not come to work at all on a declared Inclement Weather Emergency, they will be salary deleted for the assigned shift missed and may also be subject to discipline in accordance with the Attendance Policy at the discretion of management. However, the Department Head may advise an exempt Category Red employee in writing (which includes an e-mail) that the employee does not need to come to work that day, in which case, the employee may utilize Float Holiday time or accrued vacation time in order to be paid for the shift not worked during the Inclement Weather Emergency.
6. Category Red non-exempt and exempt employees may not use Float Holiday time, Compensatory time, or Vacation time on any day that is declared an Inclement Weather Emergency, unless the time off was approved prior to the declaration. Employees shall be permitted to work from home on a declared Inclement Weather Emergency day only upon written approval (which includes an e-mail) of the Department Head.
7. Category Blue exempt and non-exempt employees will not report to work on a declared Inclement Weather Emergency. Category Blue exempt and non-exempt employees will utilize Float Holiday time or accrued vacation time in order to be paid for the shift not worked during an Inclement Weather Emergency, or they will be salary deleted if there is no such time available to them.
8. All Category Red staff that is on duty at the time when an Inclement Weather Emergency is declared must remain on duty until management authorizes the employee to leave. The negotiations unit employee shall be paid for all times required to remain on duty during a state of emergency. In no case, however, will management mandate an employee to work more than 16 hours without a significant rest break (4 hours minimum). The rest break will be unpaid and not count as time worked.
9. The Hospital maintains the right to require a Category Blue employee to report to work if management determines they are needed in order to provide safe and effective patient care. In those cases, they will be treated as a Category Red employee for that instance. If operationally feasible, the Hospital may provide opportunities for Category Blue employees who are converted to Category Red employees in an emergency, the option to work remotely if the employee already telecommutes on a regular basis as part of their work for University Hospital.

#### **5.07 Mandatory Overtime**

- A. The Hospital will follow all New Jersey statutes and regulations regarding mandatory overtime.
- B. In cases where mandatory overtime is required, then the least senior qualified employee of the employees on duty can be required to stay and work the overtime. Such mandatory overtime shall be rotated starting with the least senior qualified employee.
- C. In the event that an employee is forced to work a mandated shift, said employee shall be paid at the rate of time and one-half (1 ½) of their regularly scheduled rate for all hours worked in excess of forty (40) hours per week.

## **ARTICLE 6. MONETARY BENEFITS: TIME WORKED**

### **6.01 a. Base Pay:**

An employee's base pay is the employee's pay rate exclusive of any differential, premiums, bonuses or other additional forms of compensation. An employee's pay rate for all benefit time (e.g. vacation, holidays, etc.) and time worked shall be deemed to be at the base rate of pay unless specifically otherwise identified in this agreement.

### **b. Regular Pay:**

An employee's regular pay is the employee's pay rate inclusive of base pay, experience differential, education differential and certification differential, but shall exclude all other differentials and/or pay rates.

### **6.02 Premium Compensation Rate - Overtime Work:**

The Hospital conforms to the Fair Labor Standards Act (FLSA) for public employment. All non-exempt negotiations unit employees shall be compensated at time and one-half (1 ½) for all hours worked in excess of forty (40) hours per week. Such overtime hours shall be compensated by either: (a) pay through direct deposit, or (b) compensatory time off.

For the purpose of computing overtime, all holidays paid for both unworked and hours of paid leave except sick time, shall be counted as hours worked. Overtime pay and other premium pay shall not be pyramided.

An exempt employee who works a "full day" beyond their regular work week shall be granted a comp day for said day provided that the employee notifies their supervisor in writing of the operational necessity to work beyond their regular work week and receives the supervisor's prior approval to do so. For the purpose of this provision, a "full day" shall be defined as the employee's regular daily hours of work. Comp days may not be earned fractionally. Comp days must be used prior to vacation days and float days and by the end of the quarter following the quarter in which they are earned.

### **6.03 Pay Period:**

Frequency of payment will continue as heretofore. All pay checks shall be delivered via direct deposit, as required by law, or if repealed, by agreement of the parties on the Friday of each pay week. Pay stubs will clearly identify specific hours worked and compensated.

Payroll errors will be corrected through direct deposit. Payroll errors will be corrected by direct deposit on the regularly scheduled pay day at the end of the next full payroll period following receipt of proof of the error. However, when it becomes operationally feasible to do so, payroll errors will be corrected through direct deposit as soon as practicable following receipt of proof of the error.

### **6.04 Salary Increase Date:**

Salary increases which may be delayed will be paid retroactively to the date upon which the increase is scheduled to take effect, excluding cases where the effective date is postponed due to a negotiations unit employee's less than satisfactory evaluation.

### **6.05 Daylight Savings Time:**

If a non-exempt negotiations unit employee works one (1) hour greater than their scheduled hours of work as a result of an adjustment in daylight savings time, they shall receive either one (1) hour additional pay or one and one-half (1 ½) hours additional pay. If a non-exempt negotiations unit



employee works one (1) hour less than their scheduled hours of work as a result of an adjustment in daylight savings time, s/he will be compensated for the time actually worked.

## **ARTICLE 7. MONETARY BENEFITS: TIME NOT WORKED**

### **7.01 Standard Day**

For the purposes of monetary benefits for time not worked, a standard day shall be defined as the standard work week hours for that classification (i.e., non-exempt 35 hrs. or 37.5 hrs. or 40 hrs, or exempt a minimum of 37.5 hours) divided by 5. For example, 35 hours per week divided by 5 equals a standard day of 7 hours. This is pro-rated for part-time employees (e.g., 24 hrs. per week divided by 5 equals 4.8 hours as a day).

### **7.02 Holiday Designation:**

All Full Time negotiations unit employees will be entitled annually to fifteen (15) holidays. Part Time negotiations unit employees will have the holiday time pro-rated based on the number of hours they were hired to work per pay period. The fifteen (15) holidays are:

New Year's Day	Martin Luther King's Birthday
Good Friday	Memorial Day
Independence Day	Labor Day
Thanksgiving Day	Day after Thanksgiving
Christmas	Float Holiday (6)

Employees who wish to observe Juneteenth may do so by charging such absence to their yearly vacation days or float holidays in accordance with the Hospital's leave provisions and policies and such requests shall not be unreasonably denied. Those employees working in clinics that are not seeing patients for Juneteenth shall be provided with the option of using a Float Holiday or vacation day, and if the employee does not use a Float Holiday or vacation day for Juneteenth, then the employee shall work their regularly scheduled hours either in their normal assignment or in an alternate assignment, as determined by the Hospital based on its operational needs.

The six (6) float holidays will be issued to those Full and Part Time negotiations unit employees who are in active pay status as of January 1st of each year.

All negotiations unit employees hired or returning from unpaid leaves of absences between January 2 and July 1 of any year will be credited with three (3) float holidays within one full pay cycle after July 1. No float holidays will be credited for individuals hired or returning from unpaid leaves of absence from July 2 to December 31. Individuals returning from unpaid leaves of absences from January 2 to July 1 will only receive the three (3) float holidays if they did not already receive float holidays for the particular year.

The negotiations unit employee shall meet with their supervisor to schedule a mutually agreeable date for use of float holidays during the calendar year.

For staff subject to a seven (7) day a week schedule, New Year's Day, Independence Day, and Christmas shall be observed on the actual day they occur; e.g., if Christmas falls on Saturday it will be observed on Saturday. For staff subject to a Monday - Friday schedule, these holidays will be observed as follows:

If the holiday falls on a Saturday, it will be observed the preceding Friday. If it falls on a Sunday,

it will be observed the next day; Monday.

Negotiations unit employees, absent compelling documentation of illness or emergency, who call off on the scheduled day before or after a holiday, or, if scheduled to work the holiday, call off, will be salary deleted and forfeit the holiday.

Regular Part Time staff shall be entitled to float holidays on a proportionate basis based on the number of hours hired to work.

Except in the case of an emergency, a request for float holidays must be submitted to the negotiations unit employee's supervisor for review and approval at least five (5) days in advance of its intended use.

Float holidays may be used for emergencies, personal matters, observation of religious or other days of celebration (but not officially recognized Hospital holidays).

Supervisors shall have the right to require proof of an emergency. The Hospital agrees that such proof shall be kept confidential. Failure of a negotiations unit employee to supply such proof shall result in a salary deletion for the day(s) and appropriate disciplinary action may be taken if warranted.

### **7.03 Holiday Entitlement:**

The Hospital shall have the right, at its sole discretion, to require any negotiations unit employee to work on the holidays specified herein. The Hospital agrees to assign holidays off on an equitable and rotational basis.

If the holiday falls on a negotiations unit employee's day off, s/he shall receive another day off for the holiday. The holiday may not be used prior to the date the actual holiday is observed and shall be scheduled within sixty (60) calendar days after the date the actual holiday is observed. If the negotiations unit employee has requested but not received the compensatory time off for the holiday by the sixty (60) calendar day period, the Hospital will either pay the negotiations unit employee for the holiday at their base rate of pay, or shall schedule the negotiations unit employee for the time off, by the next pay period.

If a holiday falls during a negotiations unit employee's vacation, the day will be observed as a holiday and vacation time will not be charged for the day.

### **7.04 Holiday Pay:**

A non-exempt negotiations unit employee who is required to work on a holiday other than the Day after Thanksgiving or Good Friday shall be paid at a rate of time and one-half (1 ½) the basic rate of pay. A non-exempt negotiations unit employee who is required to work the Day After Thanksgiving or Good Friday shall be paid at a rate equal to the basic rate of pay. In addition, non-exempt staff other than twelve-hour staff shall receive either a scheduled day off or be credited with one (1) day of compensatory time.

Exempt negotiations unit employee who are required to work on a holiday shall be credited with one (1) day of compensatory time. The exempt negotiations unit employee and their supervisor shall schedule the compensatory time off within a sixty (60) calendar day period.

### **7.05 Holidays for Twelve Hour Shift Employees:**

All Full Time negotiations unit employees in active status January 1 of each year will be credited with six (6) float holidays totaling forty-eight (48) hours. Part-time negotiations unit employees will have the float holiday hours pro-rated in accordance with Section 4.03 and 7.02. Negotiations unit employees may use these holidays in accordance with Hospital Policy and this Article of the Agreement.

Full Time staff that are routinely scheduled to work twelve (12) hour shifts shall be compensated for the nine (9) Hospital designated holidays totaling seventy-two (72) hours as per 1 through 4 below:

1. For the period July 1 through November 30 of each year of this Agreement, each negotiations unit employee will be compensated for all four (4) Hospital designated holidays which fall within this period while the negotiations unit employee was actively employed. Payment will be made in December, and paid in one lump sum at the negotiations unit employees' hourly rate of pay in effect at the time payment is made.
2. For the period December 1<sup>st</sup> through June 30<sup>th</sup> of each year of this Agreement, each negotiations unit employee will be compensated for all five (5) Hospital designated holidays which fall within this period while the negotiations unit employee was actively employed. Payment will be made in July, and paid in one lump sum at the negotiations unit employee's hourly rate of pay in effect at the time the payment is made.
3. A negotiations unit employee who is not in active status on a day designated by the Hospital as a holiday will not receive compensation for said holiday.
4. Upon termination of employment or transfer from the twelve (12) hour work shift scheduling basis, the negotiations unit employee will be compensated for accrued holiday pay for any Hospital designated holiday which has not been paid, less any monies the negotiations unit employee may owe the Hospital.

Part Time negotiations unit employees that are routinely scheduled to work twelve (12) hour shifts shall receive a pro-rated number of holiday hours (as set forth in Sections 4.03 and 7.02) as per 1 through 4 above.

#### **7.06 Vacation Amount:**

Vacation accruals for newly hired or rehired negotiations unit employees will commence upon the successful completion of the first ninety (90) days of employment and will be credited retroactively to the negotiations unit employee's date of hire or rehire.

Vacation time will accrue in each fiscal year in accordance with the following schedule. The annual rate will change in the month when the negotiations unit employee reaches a service milestone if the negotiations unit employee's anniversary date is before the 16th of the month and will change effective the following month if the negotiations unit employee's anniversary date is the 16th of the month or after.

Vacation accruals are cumulative from one calendar year to the next up to an amount equal to one (1) year of accruals. When unusual circumstances warrant an exception, amounts greater than one (1) year can be carried over with approval from a negotiations unit employee's department head and the Director of Human Resources.

### 7.07 Vacation Accruals:

<u>Length of Service</u>	<u>Accrual Rate Per Month</u>
0 - 10 yrs.	1 1/4 days
11 - 20 yrs.	1 2/3 days
Upon completion of 20 years	2 1/12 days

A negotiations unit employee will be paid for vacation at the negotiations unit employees base rate of pay.

### 7.08 Vacation Entitlement:

All regular Part Time staff who are included in this negotiations unit shall accrue vacation credit on a proportionate basis based upon the number of hours the negotiations unit employee is regularly scheduled to work.

Vacation credit shall not accrue while a negotiations unit employee is on an unpaid leave except that a negotiations unit employee will receive credit for the month the leave commenced provided the leave commenced on or after the 16th and will receive credit for the month s/he returns from leave provided the negotiations unit employee returns on or prior to the 15th of the month.

A negotiations unit employee who has resigned with appropriate notice, or who has been discharged, except for cause, shall be entitled to vacation allowance of unused vacation time accrued within the time limit described previously, less any overdrawn sick time allotment except that a negotiations unit employee separated during the initial hire or rehire probationary period will not be entitled to such allowance.

If a negotiations unit employee dies having vacation credits accrued within the limits described previously, a sum of money equal to the compensation computed on said negotiations unit employee's base salary rate at the time of death shall be calculated and paid to the negotiations unit employee's estate less any overdrawn sick time allotment.

### 7.09 Vacation Scheduling:

The vacation period will be the entire year. The negotiations unit employee will, subject to the Hospital's operating requirements, have their choice of vacation time; it being recognized, however, that vacations must be scheduled by the Hospital in a manner designed to ensure the effective and efficient operation of the Hospital, including staffing needs. No part of a negotiations unit employee's scheduled vacation may be charged to sick time except that if a negotiations unit employee becomes hospitalized for any portion of that vacation and wishes to have the time hospitalized charged to sick time, they must notify their department head as soon as possible and request the use of accumulated sick time. Such notifications and requests may be made by telephone, email or letter, but if by phone, should be confirmed by email or letter. No sick time will be credited unless supporting medical evidence verifying the hospitalization is presented by the negotiations unit employee upon return to work.

The Hospital may restrict the amount of vacation time granted to a negotiations unit employee during prime vacation periods to allow for equitable distribution of prime vacation time among negotiation unit employees. The prime vacation periods will normally be June 1 through Labor Day, December 1 to January 15th.

By September 1st of each year, a negotiations unit employee's department head/designee will advise the negotiations unit employee of the number of vacation days remaining which must be used by the end of the calendar year or forfeited.

Vacation requests for the period June 1 through November 30 that involve the use of one (1) or more weeks must be planned and requested by February 15<sup>th</sup> of each year. A written response to the negotiations unit employee's request will be provided by March 8th. Vacation requests for the period December 1 through May 31 that involve the use of one (1) or more weeks must be planned and requested by September 15<sup>th</sup> of each year. A written response to the negotiations unit employee's request will be provided by October 8th. For each vacation period, the negotiations unit employee will submit three (3) choices of vacation time in order of priority. In situations in which choices of vacation time are timely and two (2) or more negotiations unit employee requests the same time period, Hospital seniority will prevail.

Failure to submit a vacation request by February 15th will result in loss of seniority status as it relates to vacation requests for the upcoming year. Any vacation requests submitted after February 15th, including those of less than (1) week, will be treated on a first come basis and not decided by seniority. A request must be submitted a minimum of thirty (30) days before the effective date of the vacation, unless waived by mutual agreement of the negotiations unit employee and their department head/designee. A written response to the negotiations unit employee's request will be provided within seven (7) calendar days of receipt.

With approval, vacation time may be taken as single or multiple days, single or multiple weeks.

Negotiations unit employees assigned to units that are open 7 days a week, 24 hours a day, shall not be responsible for providing staff coverage as a basis for approval of requested vacation time, including weekends, unless the vacation is requested after the schedule is posted.

#### **7.10 Sick Leave; Entitlement and Amount:**

##### **1. Accrual**

All negotiations unit employees shall accrue sick days on the basis of one (1) day per month based upon the standard day for their classification as defined Section 7.01, Standard Day. Part time employees shall accrue sick leave on a pro-rated basis. Per Diem and Casual negotiations unit employee are not eligible to accrue sick time, unless required by law. Sick pay accruals are cumulative from one year to the next. Temporary full time negotiations unit employees are ineligible to accrue sick days during the first six (6) months of employment.

Throughout this Agreement "Sick Time" or "Sick Days" shall refer to University Hospital accrued Sick Time, unless otherwise identified.

##### **2. FMLA**

For employees taking medical/FMLA leave for self, the maximum leave allowed will be twelve (12) weeks, unless the employee has paid time accruals exceeding that amount of time. In cases where the employee has in excess of twelve (12) weeks of paid time accrued, the maximum length of leave time shall be equal to the lesser of the employee's paid time accrual or twelve (12) months. However, employees hired prior to January 1, 1983 shall be entitled to use all accrued paid sick time. All paid sick

time accruals must be utilized first, then float holidays and vacation accruals may be used at the employee's option. For employees applying for New Jersey Temporary Disability, they must use up to two (2) weeks of accrued sick time based on the standard week of their job classification which will be pro-rated for Part-Time employees. However, no employee shall be required to use any accrued sick time which would result in their having less than one (1) weeks' worth of that time. This will be pro-rated for Part-Time employees. In the event an employee requires leave time exceeding twelve (12) weeks and has exhausted paid time accruals, they may be eligible for paid time in accordance with the Staff Leave Donation policy. The statutory 12-week FMLA shall run concurrent with the first 12 weeks of such leave.

### 3. Seriously Ill Family Member

Per Hospital policy, an employee can use up to ten (10) accrued sick days, float holidays, and then vacation accruals if available to take care of a seriously ill family member, based on the standard day classification of their job as defined Section 7.01 Standard Day, which will be pro-rated for Part-Time employees.

### 4. Emergency Sick Time Advance

Negotiations unit employees with five (5) or more years of service will be eligible for an emergency advance of up to one (1) year's equivalent of sick leave under the following circumstances:

A. At least twenty (20) days have been or will have been continuously used for the same emergency immediately before any of the advanced days. These days must have been used to cover absences for illness.

B. The negotiations unit employee has not been the subject of a written warning, suspension or any other discipline for attendance within the previous year. All evaluations over the last two (2) years must have been satisfactory.

C. The application for the advance must be approved by the Department Head and accompanied by documentation of the illness.

D. The application must also be approved by the Director of Human Resources Services or their designee.

E. The approval/disapproval of the application for the emergency advance of sick leave is grievable up to Step II of the Grievance Procedure. The decision of the Step II Hearing Officer is final and not subject to arbitration.

### 5. New Jersey Earned Sick Leave

Employees accrue New Jersey Earned Sick Leave on the basis of one (1) hour New Jersey Earned Leave for every thirty (30) hours worked, with a maximum accumulation up to forty (40) hours in a benefit year, July 1<sup>st</sup> to June 30<sup>th</sup>. Employees who are scheduled to work twelve (12) hour shifts shall be permitted once per benefit year to use New Jersey Earned Sick Leave in a four (4) hour increment (rather than a full-shift increment) provided that they must also utilize eight (8) hours of University Hospital sick leave (or if none is available vacation or float holiday time) to cover the remainder of their shift. Such

use of University Hospital sick leave for purposes authorized by the New Jersey Sick Leave Law, and in accordance with the notice and documentation requirements of the New Jersey Sick Leave Law, shall not constitute a violation of the Attendance Control Policy.

Employees may use only forty (40) hours of New Jersey Earned Sick Leave in a benefit year. New Jersey Earned Sick Leave shall run concurrently with FMLA and NJFLA.

**Employees may carryover a maximum forty (40) hours of New Jersey Earned Sick Leave from one (1) benefit year to the next.**

**7.11 Sick Leave; Notice and Pay:**

A negotiations unit employee will be paid for sick leave at the negotiations unit employee's base rate of pay.

Negotiations unit employees are required to comply with the departmental call in procedure. A negotiations unit employee shall be responsible for calling only one designated supervisor at the employee's office. If the illness extends beyond one (1) day, the negotiations unit employee must continue to call in ill each day unless they have already indicated to their supervisor an expected return date. If the illness extends beyond the expected return date the employee must call in with a new expected return date.

Negotiations unit employee taken ill while on duty and who leave their work area with their supervisor's permission shall be paid for the authorized time spent on the employer's premises and may use accrued sick leave if they desire payment for the balance of the work shift. Staff may be excused without seeking medical attention at the Hospital by their supervisor.

When a doctor's note is required, a doctor's certification from the employee's health care professional must include the medical facts (not diagnosis) supporting the absence and will be provided to the department supervisor.

Whenever a regular negotiations unit employee retires, except a negotiations unit employee who elects deferred retirement, pursuant to the provisions of a state administered retirement system and has to the employee's credit any accrued sick leave, the employee shall be compensated for such accrued sick leave as follows: The supplemental compensation amount payment shall be computed at the rate of one-half ( $\frac{1}{2}$ ) of the eligible negotiations unit employee's daily rate of pay for each day of unused accumulated sick pay accruals based upon the average annual base rate of compensation received during the last year of the employees employment prior to the effective date of the employees retirement provided however that no lump sum supplemental compensation payment shall exceed fifteen thousand (15,000.00) dollars.

The compensation shall be paid in accordance with the State rules then applying.

**7.12 Bereavement Leave:**

**A. Immediate Family Member**

At the time of a death of an immediate family member, an employee will be granted bereavement leave hours equal to up to three (3) standard workdays based on their position classification, as defined in Article 4.02 provided paid sick leave or other paid leave is accumulated to the credit of the employee and is so charged. The employee will be salary deleted if employee has no available time to use.

Three (3) standard workdays shall be equivalent to the following number of hours based on the position classification, as defined in Article 4.02:

If an employee's position classification is 35 hours per week, they shall receive 21 hours of bereavement leave for the death of an immediate family member.

If an employee's position classification is 37.5 hours per week, they shall receive 22.5 hours of bereavement leave for the death of an immediate family member.

If an employee's position classification is 40 hours per week, they shall receive 24 hours of bereavement leave for the death of an immediate family member, except those employees scheduled to work 3 consecutive 12-hour shifts shall be entitled to utilize 36 hours of bereavement leave for those days.

Regular Part-Time employees will receive pro-rated benefits.

Members of the family are defined as spouse, domestic partner, civil union partner, parent, child, grandparent, grandchild, brother or sister, parent-in-law, brother-in-law or sister-in-law, aunt or uncle, niece or nephew or other relative or significant other living in the employee's household.

#### B. Use Within Thirty (30) Days

Such bereavement leave time must be used within thirty (30) days of death of the family member. If an employee requests to use bereavement leave time beyond the thirty (30) day period, such request shall not be unreasonably denied.

#### C. Extension of Bereavement Leave

If an employee wishes to extend the leave beyond three (3) standard workdays due to travel or other responsibilities, such request will not be unreasonably denied, but that time will be deducted from the employee's accumulated vacation or float holiday time. If vacation or float holiday time is not available, employee may request unpaid leave. Documents justifying the extension of bereavement leave must be produced.

#### D. Proof of Death

Management retains the right to request and receive written verification of death (Examples may include a funeral program or obituary.)

#### E. Eligibility

The following employees are eligible to receive bereavement leave benefits: Regular Full-Time employees, Regular Part-Time employees employed for twenty (20) hours or more per week and Full-Time Temporary employees employed for six (6) months or more. Regular Part-Time employees will receive pro-rated benefits. Casual, Per Diem, and Part -Time Temporary employees are not entitled to benefits by this section.

### **7.13 Jury Duty Leave Amount:**

Negotiations unit employees shall be granted necessary time off, at the negotiations unit employee's base rate of pay, the employee when the employee is summoned and performs jury duty as prescribed



by applicable law and provided the negotiations unit employee was scheduled to work on the day(s). In no case will jury duty be granted or credited for more than the standard workday or work week for the negotiations unit employee.

An employee who regularly works the night shift will be paid for the day on which the jury duty is served, if the employee was scheduled to work that night or the night prior, based on the standard day work hours for the job classification.

The receipt of a notice to report for jury duty must be reported immediately to the negotiations unit employee's supervisor.

**7.14 Jury Duty Leave Procedure:**

The negotiations unit employee shall notify the employee's supervisor immediately of the requirement for this leave, and subsequently furnish evidence that the employee performed the duty for which the leave was requested.

If jury duty is canceled on a day the negotiations unit employee would have worked, the negotiations unit employee must immediately notify the employee's supervisor and may be required by the supervisor to report to work.

**7.15 Court Appearance:**

Negotiations unit employees must cooperate and appear when summoned by University Hospital, or its designee, to testify at depositions, in court, or any other hearings and shall be granted necessary time off, at the employee's base rate of pay, when the employee is summoned to testify. This includes testimony related to where employee was a witness, party, or any matter arising within the employee's scope of employment at the Hospital, including matters employees witnessed. This paid time off shall only apply to occasions where the employee is summoned to testify on matters relating to their work and shall not apply with respect to a personal lawsuit by the employee or co-worker against the Hospital. The negotiations unit employee shall immediately report receipt of any subpoena or court order related to their employment at the Hospital to the Hospital's Legal, Corporate & External Relations Group and to their supervisor.

**7.16 Rest Periods:**

A non-exempt negotiations unit employee shall be entitled to a fifteen (15) minute rest period during each four (4) consecutive hours of the work shift. Such rest periods are not cumulative.

**7.17 Meal Period:**

Non-exempt staff authorized to work through their regularly scheduled meal period will be paid in accordance with the Federal Labor Standards Act (FLSA). Exempt staff shall continue to be granted an unpaid meal period.

**ARTICLE 8. LEAVES OF ABSENCE**

**8.01 Basis and Amount:**

<u>Type of Leave</u>	<u>Maximum Length</u>
FMLA	As per FMLA policy
Military	In accordance with State and Federal Statute

Academic  
Personal

6 months  
1 month

## 8.02 Procedure:

### *A) Family and Medical Leave*

Effective July 1, 2017, the parties agree to adopt and apply the terms of the Hospital's FMLA Policy currently applicable to the Hospital's non-Union employees, to current negotiations unit members. The Policy will apply to new hires effective immediately.

### *B) Military Leave:*

Military leave will be governed by applicable State and Federal Statute.

### *C) Workers' Compensation:*

1. If an employee becomes disabled because the injury occurred during the course of the employee's job, payment during such leave shall be made in accordance with the New Jersey Worker's Compensation Act.
2. Employees in the negotiations unit who become disabled because of a job-related injury which occurs while performing assigned job duties and functions, shall be granted a leave of absence if approved by Hospital Risk Management.
3. If an injury occurs while performing assigned job duties and functions, employee shall receive the following if approved by Hospital Risk Management:
  - a. Leave of absence shall not exceed 12 weeks.
  - b. The first 8 weeks shall be paid at 100% of base rate salary, without shift differential, preceptor, education, or overtime pay.
  - c. The 4 additional weeks, if required as documented by the authorized Worker's Compensation treating physician, through Hospital Risk Management, shall be paid at 70% of base rate salary. During this period employees may not supplement payment by applying available sick, vacation, or float holiday balances.
  - d. Leave of absence shall be concurrent with any leave granted under the Hospital's FMLA policy.
  - e. During leave of absence, the employee will accrue leave time, seniority, and other benefits.
  - f. If additional leave is required, beyond twelve (12) weeks, as documented by the authorized Worker's Compensation treating physician, through Hospital Risk Management, payment will be made in accordance with New Jersey Worker's Compensation Act.
4. If an employee is not approved by the Hospital Risk Management for leave of absence, application may be made for leave under the Hospital's FMLA policy. The terms of the leave shall be governed by the Hospital's FMLA policy.

### *D) Personal Leave:*

In certain circumstances staff may be permitted to take an unpaid personal leave of absence from their positions with the Hospital. Such leaves may be applied for and are available to regular Full Time and Part Time staff working twenty (20) or more hours per week provided they have completed six (6) months of continuous service.

Requests for personal leaves must be accompanied with the reason for the leave and duration and must be submitted in writing to the employee's supervisor along with any supporting documentation. Such request must be submitted at least two (2) weeks in advance of the starting date for the leave except in

the case of a bona fide emergency. An employee shall receive a written response within five (5) work days. Supervisors shall have the right to require proof of an emergency as a condition for approval.

The maximum length of a personal leave is one (1) month.

*E) Return from Leave:*

The Hospital shall place a staff returning from an unpaid leave of six (6) months or less in their prior position, or if such position is unavailable, to an equivalent position. An employee who fails to return from leave within five (5) days from their scheduled date of return and without securing permission from the employee's supervisor to extend such leave, shall be discharged.

An employee who has utilized the maximum length of leave and who is unable to return at that time shall resign in good standing or in the alternative will be terminated for being unable to return from leave.

**8.03 Leave of Absence, Limitations:**

All leaves as described above must be taken at the time of the related occurrence or shall be waived. Employees will be terminated for obtaining leave by false pretense or for failing to return from a leave in accordance with Hospital policy.

**ARTICLE 9. MONETARY BENEFITS: HEALTH BENEFITS, PRESCRIPTION DRUG PROGRAM, DENTAL CARE PROGRAM, LIFE INSURANCE AND PENSION:**

**9.01 Health Benefits:**

The Hospital shall participate in the State Health Benefits Plan during the period of this Agreement in accordance with the Plan administered by the State Health Benefits Program. Participation is subject to continuation of the program by the State Health Benefits Plan, and subject to all applicable rules and regulations. Should negotiations or legislative action change these benefits for employees during the life of this contract, the benefits for eligible members of the unit shall change accordingly.

**9.02 Prescription Drug Program:**

The Hospital shall participate in the prescription program that is provided through the State Health Benefits Program during the life of this agreement in accordance with the Plan administered by the State Health Benefits Program. Participation is subject to continuation of the program by the State Health Benefits Plan, and subject to all applicable rules and regulations. Should negotiations or legislative action change these benefits for employees during the life of this contract, the benefits for eligible members of the unit shall change accordingly.

**9.03 Dental Plan:**

The Hospital shall participate in the State administered Dental Care Program during the period of this Agreement in accordance with the Plan administered by the State Health Benefits Program ("SHBP") and subject to continuation of that Program by the SHBP, and further subject to all applicable rules and regulations. Should negotiations or legislative action change these benefits for employees during the life of this contract, the benefits for eligible members of the unit shall change accordingly.

**9.04 Life Insurance Program:**

Life insurance coverage is provided as part of the Public Employees Retirement System (P.E.R.S.) or the Alternate Benefit Program. Both programs are administered by the New Jersey Division of Pensions. Eligibility for participation by staff and benefits are governed by statute and Rules and Regulations

promulgated thereunder and administered exclusively by the New Jersey Division of Pensions.

#### **9.05 Pension:**

The Hospital is a participant in the Public Employees Retirement System and the Alternate Benefits Program. Eligibility for participation by staff and benefits are governed by statute and Rules and Regulations promulgated thereunder and administered exclusively by the New Jersey Division of Pensions. A written description of the PERS Program or Alternate Benefits Program can be obtained from the Hospital's Benefits or local Human Resources Office.

### **ARTICLE 10. MONETARY BENEFITS MISCELLANEOUS:**

#### **10.01 Terminal Benefits:**

A Full Time or Part Time employees whose employment is terminated by reason of permanent layoff will receive as a terminal allowance:

- a. If, in a thirty (30) day period, fifty (50) or more employees are subject to layoff, University Hospital will provide ninety (90) days' notice or compensation at the employee's regular compensation rate to the extent such notice is deficient.
- b. If 49 or less employees are subject to layoff, University Hospital will provide twenty-eight (28) days' notice or compensation at the employee's regular compensation rate to the extent such notice is deficient. When a layoff notice is served to the employee. Human Resources will meet and discuss applicable options as set forth in Article 4.07, C. 1. Bumping and Vacancies.
- c. Accrued but unpaid vacation and compensation time to the employee's termination date.

#### **10.02 Resignation:**

A negotiations unit employee who terminates by resignation will give the Hospital twenty-one (21) calendar days written notice. Staff who resign and provide the twenty-one (21) calendar days' written notice will be entitled to all accrued but unused vacation time, less any sick time advanced but not accrued. If an employee has approved vacation, Float Holiday, or scheduled sick time prior to the submission of resignation, which falls during the notice period, that time shall not count towards fulfilling the notice period. Staff that resign and fail to provide the twenty-one (21) days' written notice shall forfeit accrued but unused vacation time, less any sick time advanced but not accrued, as follows:

- Staff that resign with less than three (3) calendar days' notice shall forfeit 100% of their accrued but unused vacation time, less any sick time advanced but not accrued;
- Staff that resign and provide at least fourteen (14) calendar days, but less than twenty-one (21) calendar days' notice shall be entitled to 75% of their accrued but unused vacation time, less any sick time advanced but not accrued;
- Staff that resign and provide at least seven (7) calendar days, but less than fourteen (14) days' notice shall be entitled to 50% of their accrued but unused vacation time, less any sick time advanced but not accrued;
- Staff that resign and provide at least three (3) calendar days, but less than seven (7) calendar days' notice shall be entitled to 25% of their accrued but unused vacation time, less any sick time advanced but not accrued.

If an employee calls out sick after submitting resignation, they shall be salary deleted, unless a doctor's

note is presented.

Notwithstanding the foregoing, Staff that resigns due to documented unforeseen circumstances beyond the employee's control that required the employee to resign without providing the twenty-one (21) calendar days' written notice shall be entitled to 100% of their accrued but unused vacation time, less any sick time advanced but not accrued, so long as the employee provided the Hospital, at the time of resignation, with sufficient documentation in support of the unforeseen circumstances and as much notice of the resignation as was practicable under the circumstances. In circumstances where a claim of unforeseen circumstance has been made, prior to deducting vacation balances, such documentation shall be reviewed by Labor Relations.

Negotiations unit employees who terminate by resignation or for any other reason must return all Hospital property, including but not limited to ID cards, and keys, and computer software.

Failure to return this property will allow Hospital Management to withhold final paychecks.

After submitting a notice of resignation, a negotiations unit employee shall only be eligible to use a maximum of two

(2) float holidays within the last three (3) weeks of employment, provided the request(s) for such float holiday(s) are approved. Such request shall not be unreasonably denied.

#### **10.03. Shift Differential:**

The shift differential for all non-exempt employees will be \$2.50 per hour. Effective as of the first full pay period of October 2016, the shift differential for all non-exempt employees shall be \$2.75 per hour.

Shift differential will be paid to members of the negotiations unit for complete shifts only. To be eligible for a shift differential, an employee must work half or more of the employee's regularly scheduled hours after 3:00 pm or before 6:00 am. Shift differentials are not considered to be a part of a negotiations unit employee's regular compensation rate.

#### **10.04 Experience - Rehire:**

A negotiations unit employee who leaves the Hospital in good standing and is rehired in the same job title within one (1) year of the employee's date of separation shall be placed at the same range and step as when the negotiations unit employee left.

#### **10.05 Continuing Education:**

A negotiations unit employee may request in writing to the employee's supervisor, permission to participate in work-related educational workshops, seminars, conferences and/or conventions. The Hospital will make a reasonable effort to approve such participation.

The Hospital will grant time off without loss of pay to those negotiations unit employees approved to attend Continuing Education conferences.

Every Full-Time negotiations unit member may request time off with pay in blocks of time equal to the standard day of their classification as defined in Article 7, Section 7.01 their regular work day for the purpose of attending three (3) days of Continuing Education Programs and/or to take certification exams. The request must be made, in writing, at least two (2) weeks prior to the Continuing Education Program for which release is sought or at least two (2) weeks prior to the scheduled examination. Courses for

which release is sought must be related to the employee's current job duties. Part time negotiations unit members shall be entitled to time off with pay in a block equal to their regular workday for the purpose of attending one (1) day of Continuing Education Programs and/or certification exam.

With permission from the employee's supervisor, exempt staff members shall be entitled to adjust the employee's schedule to attend such conferences.

Staff shall be allowed to complete mandatory, Hospital web-based courses, during regular work hours.

Night shift staff ~~members~~ may request time off on the day directly prior or the day directly after the Continuing Education program. However, the Hospital shall decide whether the employee receives the time off on the day before or the day after the Continuing Education program based on operational considerations. Staff will receive a response to their request for participation within two (2) weeks of submission. All travel arrangements must be made in conformance with Hospital policy in order to be reimbursable.

The Hospital agrees to reimburse staff for the tuition/registration fees associated with obtaining and/or maintaining "certifications" required by the Hospital or the State of New Jersey for the position in which they are currently employed by the Hospital. Such reimbursement shall be in accordance with Article 10.06 and charged to the employee's tuition reimbursement allowance. Within 90 days of completion of the seminar, the signed certificate/proof of attendance shall be submitted to Human Resources, and reimbursement will be paid within six (6) weeks of submission.

If the Hospital directs the employee to attend training session, certification class and/or continuing education program: (a) the Hospital will notify the Employee in advance of the program, (b) the Hospital will assume the cost of the training session, certification class and/or continuing education program, and (c) the employee shall be released from his normally scheduled shift in order to attend training sessions, certification classes and/or continuing education programs as directed by the Hospital.

If an applicant or employee accepts a position, or promotion to a position, at University Hospital which requires the successful completion of training and/or achievement of certification in order to provide the employee with the skills necessary to perform the duties of that position, the applicant or employee shall commit to reimbursement of the Hospital for the training expenses, such as third party training costs, travel (up to a maximum of \$800 per trip for round-trip airfare), meals and lodging, etc., which have been incurred by the Hospital, if the employee voluntarily separates from the Hospital within two (2) years of the training and/or achievement of certification (3 years for new hires as set forth below). This obligation shall also apply to employees that are in their existing positions when they receive training or certification on or after January 1, 2017 that provides them with the skills necessary to perform the duties of the position. This obligation to reimburse the Hospital shall not be applicable to an employee that is terminated for cause or laid off by the Hospital.

For new hires hired on or after October 1, 2016, the obligation to reimburse the Hospital shall be pro-rated as follows:

- Separation within one (1) year of commencement of course: 100% reimbursement of costs
- Separation within two (2) years of commencement of course: 75% reimbursement of costs
- Separation within three (3) years of commencement of course: 50% reimbursement of costs

For employees hired before October 1, 2016, the obligation to reimburse the Hospital shall be pro-rated

as follows:

Separation within one (1) year of commencement of the course: 100% reimbursement of costs  
Separation within 18 months of commencement of the course: 50% reimbursement of costs  
Separation within two (2) years of commencement of the course: 25% reimbursement of costs.

The employee will be provided with an individualized training agreement at the time the employee is sent for such education/training. The individualized training agreement will include an estimate of the cost of training expenses that the employee would have to reimburse in accordance with this Section, although it is understood that the reimbursement will be based upon the actual expenses.

Notwithstanding the foregoing, an employee that voluntarily separates from the Hospital due to unforeseen circumstances beyond the employee's control that required the employee to separate from the Hospital in less than two (2) years from completion of the training and/or achievement of the certification shall not be required to reimburse any amount under this Section, so long as the employee provided the Hospital with sufficient documentation in support of the unforeseen circumstance that was beyond the employee's control and provided as much notice of the separation as was practicable under the circumstances. It is understood that leaving for a higher paying job shall not be deemed to be an "unforeseen circumstance beyond the employee's control" under this Section.

For employees who have served six (6) consecutive years in the same position, immediately prior to the commencement of the training, the obligation to reimburse the Hospital shall be as follows:

Separation within one (1) year of commencement of course: 100% reimbursement of costs

#### **10.06 Tuition Refund:**

A. Effective January 1, 2025, the annual maximum reimbursement will be five thousand (\$5000) for courses successfully completed with a grade of "C" or better. Full and part time employees must have been employed by the Hospital for at least one (1) year prior to be eligible for receipt of tuition reimbursement benefits. Employees who receive tuition reimbursement, and voluntarily separate their employment within twelve (12) months of the receipt of a reimbursement shall refund the Hospital the amount of the reimbursement received.

If a negotiations unit employee takes a course at a school that allows for deferred tuition reimbursement, the negotiations unit employee will not be required to pay the school first and then be reimbursed by the Hospital. Provided that the negotiations unit employee successfully completes the course with a grade of "C" or better and submits an appropriate invoice, the Hospital shall issue a check to the negotiations unit employee (within the maximum amounts set forth in this paragraph) and the negotiations unit employee shall submit such check to the school. However, it is the responsibility of the negotiations unit employee to make such payments and the Hospital shall be held harmless from any disputes between the negotiations unit employee and the school regarding tuition payments.

B. There will be no reimbursement for incidental fees incurred in the courses.

C. The Hospital will reimburse negotiations unit employees within six (6) weeks of submission of tuition receipts and grades by the negotiations unit employee.

D. There shall be no cap on the number of semesters for which a negotiations unit employees can

receive tuition refund.

- E. Negotiations unit employees in the Mental Health and Social Work professions shall be eligible to receive tuition reimbursement for course work at post-Master's degree "institutes" or equivalent programs in their fields.
- F. If a negotiations unit employee is laid off and has received tuition reimbursement, the negotiations unit employee will not have to return such reimbursement.

#### **10.07 Uniform Allowance:**

Where the Hospital requires employees to wear uniforms but chooses not to provide them, beginning July 1, 2025, the Hospital will give all full-time employees an annual uniform allowance of two hundred and fifty dollars (\$250).

Part time staff will receive an annual uniform allowance equal to one half of the applicable uniform allowance in the fiscal year.

Where the Hospital requires employees to wear uniforms but chooses not to provide them, the uniforms worn by employees shall then comport with such standards as are or may be set forth by the Hospital in its dress code policies.

The uniform allowance will be effective July 1<sup>st</sup> of each fiscal year to all eligible staff noted above who have completed their initial probation period prior to July 1<sup>st</sup>. Full or Part time payments will be based on the staff member's status as of July 1<sup>st</sup>. The negotiations unit employee must be in active pay status as of the date of payment.

#### **10.08 On-Call:**

A) All non-exempt negotiations unit employees required to work on-call, as defined by the Fair Labor Standards Act (F.L.S.A.), shall receive \$3.75 per hour.

B) When a non-exempt negotiations unit employee is called to work outside the employee's regularly scheduled shift, the employee will be compensated for the actual hours worked. The negotiations unit employees will be guaranteed a minimum of two (2) hours of compensation whether or not the two (2) hours are worked, except when the end of the call-in period coincides with the beginning of the employee's regular shift.

C) An exempt negotiations unit employee required to work on-call or who is called to work at a time that the exempt negotiations unit employee is not normally scheduled to work, shall be treated in accordance with Article 5.04 of this Agreement.

D) All current forms of on-call compensation for exempt negotiations unit employees shall be maintained at no less than their current level.

E) Insofar as the same is practical and consistent with the efficiency of operations, on-call shall be scheduled and distributed on a rotational basis. To the extent that it is practical and reasonable to foresee, the Hospital shall give the staff as much advance notice as possible relative to the scheduling of on-call.

#### **10.09 Charge Differential:**



The charge differential will be \$1.50 per hour for non-exempt negotiations unit employees in the Pharmacy Department and Department of Pathology and Laboratory Medicine at University Hospital.

**10.10 Travel Pay:**

Negotiations unit employees who use their car for business purposes shall be reimbursed at the then current IRS rate.

**10.11 Cell Phone:**

Negotiations unit employees who make home visits on a regular basis as part of their job duties, such as Public Health Representatives in the New Jersey TB Center, shall receive, upon submission of a bill, up to \$100 per year for service costs provided that the department does not provide a cell phone to the negotiations unit employee.

**10.12 Non-Required Certification**

The Hospital supports its employees' professional growth and therefore, commencing October 1, 2025, the Hospital will provide negotiation unit employees two hundred fifty dollars (\$250) on a one-time basis for one (1) renewed or newly obtained certification that is related to, but not required for, the employee's job and that is granted by a reputable, recognized organization or institution in their profession. An employee will only be eligible to submit one certificate for this benefit.

To be eligible for this reimbursement benefit, the negotiations unit employee must have completed at least one (1) year of service in their current position at University Hospital.

In order to receive payment for certification, the employee must

1. Submit to Human Resources Compensation Services written justification of manner in which the certification pertains to the employee's job
2. Obtain prior written approval from the department and Human Resources Compensation Services of the certification
3. If denying the request, the department shall provide a substantive, detailed response to the employee's request. Should the employee request be denied, the employee may request that Labor Relations review the decision.
4. Once the certification has been obtained, submit to Human Resources Compensation Services the written justification, prior written approvals, and proof of the certification.

**ARTICLE 11. HEALTH AND SAFETY:**

**11.01 Health Examination:**

Prior to the start of employment, the Hospital will provide each candidate for employment with a physical examination. Thereafter, an examination will be provided if required or permitted by the appropriate accrediting authority, the Hospital, or by State and/or Federal law.

**11.02 Employer Obligation:**

1. The Hospital will observe and comply with all local, state, and federal health and safety laws and regulations, and shall make reasonable provisions for the safety and health of its staff, free of recognized hazards.
2. The Hospital agrees to provide adequate and regularly maintained sanitary facilities for employees' use. Each negotiations unit employee will maintain acceptable standards of personal hygiene and cleanliness in accordance with the requirements of the job.

3. A negotiations unit employee must report incidents of unsafe and/or unhealthful conditions to the employee's supervisor immediately. The Hospital shall respond in a timely manner to all health and safety problems reported by the Union and/or negotiations' unit staff.
4. The Hospital will provide safety devices for negotiations unit employees when deemed appropriate by the Hospital or as required by law. Affected employees shall receive appropriate in-service training on new safety equipment, devices, and materials.
5. The Hospital shall, upon request, provide the Union with the results of all health and safety inspections of the facilities of the Hospital. The Hospital shall notify the Union of all such inspections where the inspections were initiated as a result of a Union/employee complaint and/or grievance. The Hospital will also notify the Union in cases where on-going health and safety hazards which may affect the HPAE Union membership are discovered.
6. The Hospital and HPAE agree to discuss problems concerning health and safety in the regularly scheduled Labor - Management meetings. The union will have the right to one (1) representative to the Hospital's Labor Management Health and Safety Committee. The union will have the right to one (1) representative to the University Hospital Safety Committee. Any recommendations concerning improvement or modification of health and safety conditions shall be reported to the appropriate health and safety committee.
7. In the interest of maximizing safety and staff well-being, University Hospital and the HPAE agree that the views and recommendations of the employees covered by this Agreement will be heard and considered in the decision-making process within the Hospital. In furtherance of this goal, the Hospital agrees that representatives of the HPAE shall be a part of Committees that are developed to discuss strategies and identify solutions that would address issues concerning safe patient handling, ergonomics, violence prevention, needle safety, and protective equipment and clothing. The Union will have the right to one (1) representative on each of these Committees. Should more representatives be interested in participating in a Committee, such requests shall be made to the Chair of the Committee and will not be unreasonably denied.

## **ARTICLE 12. EMPLOYEE FACILITIES:**

### **12.01 Parking:**

Subject to the parking fee agreement with Rutgers University, the parking fee for all negotiations' unit members will be equal to .5% of the base salary as of the last pay period of the previous fiscal year. All negotiations unit employees hired during any fiscal year shall pay a prorated fee for the remainder of the fiscal year based on their salary at time of hire.

Parking fee reimbursements shall be paid in pre-tax dollars.

## **ARTICLE 13. NO STRIKE/NO LOCKOUT:**

The Union and the staff agree to refrain from any strike, work stoppage, slowdown, concerted refusal to work overtime, or concerted sick call, and will not support or condone any such job action, nor prevent or attempt to prevent the access of any person to the Hospital's facilities during the term of this Agreement.

The Hospital agrees that there shall be no lockouts during the term of this Agreement.

## **ARTICLE 14. DISCIPLINE AND GRIEVANCES:**

### **14.01 Discipline:**

1. No non-probationary employee shall be subject to discipline by the Employer without just cause. The terms of this Article shall not be applicable to employees in their initial probationary period (including any extensions) or any temporary, casual or per diem employees. Employer's judgment as to the adequacy of the probationary employee's performance during the probationary period or any action taken as a result thereof, shall not be deemed "discipline" nor shall it be subject to challenge by the Union or employee pursuant to this Article. A negotiations unit employee shall be informed of their right to have a Union Representative present at a disciplinary conference.

The Hospital may place an employee on Administrative Leave without pay for a maximum of two (2) weeks pending investigation into the employee's misconduct. If the Hospital seeks to continue the Administrative Leave beyond two (2) weeks as a result of the continuation of the investigation, any additional Administrative Leave shall be with pay.

If the employee does not cooperate with the investigation which led to administrative leave without pay, the Hospital will provide written explanation of the delay to the Union prior to the extension of administrative leave without pay, then the administrative leave shall continue without pay. If the Hospital seeks to continue the Administrative Leave without pay beyond two (2) weeks as a result of the continuation of the investigation, any additional Administrative Leave shall be with pay.

If, following the conclusion of the investigation, it is determined that no suspension, written warning in lieu of suspension, or termination will be issued, then the employee shall be entitled to back pay for the period of time he or she was on Administrative Leave without pay.

If it is determined that an employee on unpaid administrative leave should be suspended, the employee shall receive a written warning in lieu of two (2) day suspension.

2. The term "discipline" shall mean: (a) official written warning or written warning in lieu of suspension without pay, (b) suspension without pay, (c) demotion, which is any reduction in grade or title, or (d) discharge, when any of the foregoing occur based upon the employee's conduct or performance. The following shall not be construed as discipline:
  - a. Dismissal or demotion due to layoff or operational changes made by the Hospital;
  - b. Written or verbal counseling. A Counseling Notice is part of the performance improvement process and is an opportunity for management to constructively discuss with an employee the Employer's observation about the employee's performance or behavior. Oral counseling, although in writing, is not to be considered discipline and shall not be placed in the employee's Human Resources file. Such documentation shall remain in the employee's Department file.
3. The Hospital reserves the right to substitute a written warning in lieu of suspension without pay and such substituted written warning shall substitute for suspension in the Hospital's scheme of progressive discipline.
4. The Hospital may also, in lieu of suspension and upon mutual consent of the Union and employee,

deduct up to five (5) days from the employee' vacation balances. In such circumstance, the disciplinary penalty will be equivalent to the same number of days of suspension and treated for all purposes as equivalent to a suspension without prejudice to the Employer, the Union or the employee.

5. When discipline is imposed pursuant to this Article, the Employer shall provide written notice of the discipline to the employee and the Union if present. The written notice shall include a reasonable explanation of the reasons for the discipline and the penalty being imposed. A copy of the written notice of discipline, and any supporting documentation available at the time the notice of discipline is issued, shall be provided to the Union as soon as feasible but no later than 72 hours, excluding weekends and observed holidays, after being submitted to the employee.
6. Unless otherwise stated in the written notice of discipline, any suspension without pay of two (2) shifts or more, demotion, or discharge shall be effective immediately, subject to reversal only pursuant to the grievance procedure.
7. The Union has the right to challenge the discipline by timely filing a grievance at Step 1 in accordance with the Grievance Procedure in Section 14.02. Such grievance must expressly specify the article and section of the Agreement which is alleged to have been violated.
8. All discipline not covered by Paragraph 6 shall be stayed until resolved through Step 2 of the Grievance Procedure. During the time that such discipline is stayed, it may not be referred to in any evaluation, promotional decision, or subsequent disciplinary charge other than termination, until the grieved discipline has been resolved through Step 2 of the Grievance Procedure. In the event that any portion of the suspension without pay is served before a grievance has been filed, only the balance of the suspension without pay shall be stayed and there shall be no entitlement to automatic reimbursement or reinstatement for the portion of the suspension without pay served prior to the filing of the grievance.
9. The Union has the right to challenge written warnings and disciplinary suspensions without pay for 2 shifts or less through Step 2 of the grievance procedure. Since such written warnings and suspensions without pay are not subject to arbitration, the Hospital agrees to comply with the following time frames as they relate to Step 2 hearings on disciplinary suspensions without pay of 2 shifts or less:
  - a. The Step 2 hearing will be held as soon as practicable, but no later than 4 months from the date the Union makes a written request for a Step 2 hearing; and
  - b. The Step 2 decision shall be issued no later than 45 days following the completion of the Step 2 hearing.
10. If the Hospital fails to meet either of the time limits set forth above, the discipline shall be deemed to have been abandoned by the Hospital and the employee shall be reimbursed the full amount of lost wages during the term of the employee's suspension without pay and all references to the discipline shall be removed from his or her personnel file.
11. Prior to suspension without pay or termination of an employee, the Hospital shall provide the employee with a pre-suspension/pre-termination opportunity to be heard. The employee will be afforded a meeting with the Hospital to discuss the allegations against the employee that could

potentially result in a suspension without pay or termination and the employee will be given an opportunity to present the employee's version of the facts. The Hospital shall consider the employee's position prior to rendering a decision of whether to impose discipline pursuant to this Article. The employee shall have the right to Union representation at this meeting.

#### **14.02 Grievance Procedure:**

##### **A. Definition**

A grievance shall be defined as any alleged violation of the express terms or conditions of any provision of this Agreement or any claimed violation, misinterpretation, or misapplication of rules or regulations, existing policy, or orders of the Hospital affecting terms or conditions of employment.

##### **B. Formal Steps**

All grievances shall be processed in the following manner:

**Step 1:** Any non-disciplinary grievance shall be submitted in writing, to the applicable Department Head within ten (10) calendar days of its occurrence or of the date when the employee or the Union first became aware of the circumstances giving rise to the alleged grievance.

If the grievance relates to disciplinary action, the grievance must be submitted by the Union, in writing, to the applicable Department Head within ten (10) calendar days of the Union's receipt of the written notice of discipline.

The written grievance shall set forth the name of the grievant(s), the date of the alleged violation, the alleged facts of the grievance, the specific Article(s) and Section(s) alleged to have been violated, and the remedy that is being sought by the grievant or Union. If the grievance is disciplinary in nature, copies of all documents relied upon by the Union in challenging the discipline must be included.

The Department Head shall render a written decision ("Step 1 Decision") based on the evidence submitted by the Union within 10 calendar days of receipt of the written grievance. A copy of the Step 1 Decision will be provided to the Union president and the grievant(s). During the ten (10) day review period, the Union may request a meeting with the Department Head to discuss the grievance. If the Department Head believes a meeting is beneficial, it will be held within the ten (10) day review period. The decision by the Department head to meet and discuss the grievance shall not toll the ten (10) day response period.

**Step 2:** If the Union is not satisfied with the Step 1 Decision, it may submit the grievance to Step 2, in writing, with supporting documentation, to the Director of Labor Relations, within ten (10) calendar days, excluding holidays, after receipt of the Step 1 Decision. Either the Director of Labor Relations or designee, or the Union, may request a Step 2 hearing, which may be conducted by telephone if mutually agreed, for the purpose of resolving the grievance prior to issuance of the Step 2 Decision. If requested, the meeting shall be scheduled within fourteen (14) calendar days of being requested.

The Hospital will make best efforts to have someone other than the Human Resources representative who attended the Loudermill meeting as the hearing officer.

At the Step 2 Hearing, the Union will make a presentation to the Director of Labor Relations or designee explaining the basis for the grievance and any supporting arguments. If the grievance is based

on discipline, the Employer will explain the basis for the discipline and Union will explain why the discipline was unwarranted and/or why the penalty is too severe (although this does not change the fact that the Hospital has the burden of proof in disciplinary matter). The Director of Labor Relations or designee shall have the right to ask questions of any of the individuals that appear at the hearing.

Within 21 calendar days of the hearing, the Director of Labor Relations or designee shall issue the Step 2 decision, in writing, to the union, which shall provide for a decision in the matter and the reasons(s) for the decision.

If a Step 2 hearing cannot be scheduled within fourteen (14) days, the parties may, by mutual written agreement agree to a later date. If a hearing cannot be held within thirty (30) days, the Director of Labor Relations shall make his decision based upon any documentation provided. With respect to any disciplinary grievance involving a written reprimand or suspension without pay of 2 shifts or less, the Step 2 Decision shall be final and binding upon the parties and not subject to challenge or appeal in any forum.

### **Step 3. Arbitration:**

Written warnings, written warnings in lieu of a suspension without pay of two days/shifts or less, and suspensions of two shifts or less shall not be subject to arbitration. Discipline imposed for time and attendance violations shall not be arbitrable. The Hospital and the Union agree to be bound by the rules and regulations of the Public Employment Relations Commission.

In the case of non-disciplinary grievances and disciplinary grievances involving suspension (more than 2 days/shifts), written warning in lieu of a suspension of more than 2 days/shifts, involuntary demotion (not the result of a reduction in force) or discharge, if the Union is not satisfied with the Step 2 Decision, the Union may file a written request for binding arbitration through the Public Employment Relations Commission (with copy provided simultaneously to the Director of Labor Relations). Requests for arbitration must be submitted to the Public Employment Relations Commission within thirty (30) calendar days of its receipt of the Step 2 Decision. Nothing in this Agreement shall be construed as compelling the Union to submit a grievance to arbitration. The Union's decision concerning whether or not to request binding arbitration shall be final as to the interests of both the Union and the grievant.

Each party to this Agreement shall bear the expenses of preparing and presenting its own case. The fees and the expenses of the Arbitrator, together with any incidental expenses mutually agreed upon in advance, shall be borne equally by the parties. A transcript of all arbitration hearings may be taken. The Arbitrator shall have the right to subpoena relevant documents and witnesses if requested to do so by either party.

The arbitrator shall be restricted to the application of the facts presented and shall have no authority to add to, detract from, alter, amend or modify any provision of this agreement, or to impose on either party a limitation or obligation not explicitly provided for in this agreement.

Upon receipt of the arbitrator's award, corrective action, if any, will be implemented as soon as practical, but in any event no later than thirty (30) calendar days after receipt of the arbitrator's award, unless a party wishes to challenge the award. In the event such legal remedy is pursued, corrective action will be implemented no later than fifteen (15) calendar days after final resolutions by the courts.

**C. Abandonment of Grievance:** If the initial grievance was not timely filed at Step 1 or Step 2 as set forth

above, or if it was not timely submitted to arbitration then the grievance shall be deemed to have been abandoned by the Union and the Union shall be precluded from submitting the matter to arbitration. No arbitrator shall have any authority whatsoever to rule upon the merits of a grievance that has been abandoned in accordance with these procedures.

**D. Bifurcation:** Absent a written agreement between the parties to the contrary, if a dispute arises over whether a grievance or disciplinary appeal has been waived or abandoned in accordance with this Article, this procedural issue will be bifurcated from the issue on the merits and shall be heard and decided by a different arbitrator than the one that decides the case on the merits. The case on the merits shall be held in abeyance pending the outcome of the procedural issue.

**E. Extending Time Limits:** Time limits throughout this Grievance Procedure may be extended by mutual consent of both parties, but only where the mutual consent is in writing and signed by both parties (an exchange of e-mail messages by both parties indicating agreement to extend the time limit will satisfy this requirement).

**F. Hospital Failure to Timely Respond:** A failure by the Hospital to respond at any step within the provided time limits shall be deemed a denial of the grievance at that particular Step and shall permit the Union to move the grievance to the next step in the procedure.

**G. Attendance at Meetings/Hearings:** The Hospital shall permit the Grievant to take time off without loss of pay from his or her scheduled shift, if applicable, for any time spent at the Step 2 meeting or at an arbitration hearing pursuant to Step 3 above. To the extent that University Hospital requires an employee to attend the Step 2 meeting or arbitration hearing as a witness, University Hospital shall pay the employee at his or her regular wage rate for the time spent at the meeting or hearing.

#### **ARTICLE 15. NON-DISCRIMINATION:**

Neither the Hospital nor the Union will discriminate against any negotiations unit employee or applicant for employment, in any matter relating to employment because of race, creed, color, religion, national origin, ancestry, age, marital status, civil union status, domestic partnership status, affectional or sexual orientation, genetic information, pregnancy, sex, gender identity or expression, disability or atypical hereditary cellular or blood trait of any individual, or because of the liability for service in the Armed Forces of the United States or the nationality of any individual, or because of the refusal to submit to a genetic test or make available the results of a genetic test to an employer or for any other reason prohibited by applicable State and/or Federal law.

Neither the Hospital nor the Union will discriminate against any negotiations unit employee because the negotiations unit employee is or is not a member of the Union, or because the negotiations unit employee has filed any complaints or grievances with the Hospital or the Union.

#### **ARTICLE 16. MANAGEMENT RIGHTS:**

The Hospital, except as limited or modified by the express terms of this Agreement, reserves and retains solely and exclusively all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the Laws and Constitutions of the State of New Jersey and of the United States, to manage the operations of the Hospital. These rights, to the extent consistent with applicable law, shall include, but shall not be limited to, the right:

- a. To determine, make and enforce all reasonable rules, procedures and policies relating to the work, safety, the delivery of exceptional medical services, and the operations of the Hospital. This shall include the right to change or abolish such rules, procedures or policies;
- b. To continue, alter, make and enforce reasonable rules and procedures pertaining to employee conduct and standards of performance;
- c. To assign such work to employees in accordance with the requirements of exceptional medical care and the continuity of the Hospital's operations;
- d. To determine the management of each department in the Hospital by the efficient selection, utilization, deployment and disposition of equipment which necessarily includes determining the quantity, type and brand of equipment and other products to be utilized;
- e. To determine the number of hours per day and/or per week that operations in each department of the Hospital shall be carried on and/or to discontinue or relocate any portion or all of the operations;
- f. To take whatever means necessary to carry out the mission of University Hospital in emergency situations.
- g. HPAE does not waive its rights to meet with and bargain over the terms and conditions of employment as determined by this contract, as well as those not specifically set forth in this agreement.

#### **ARTICLE 17. SUB-CONTRACTING SERVICES:**

If the Hospital contemplates contracting for work normally performed by staff covered by this Agreement and the result would be the displacement of those negotiations unit employees, the Hospital agrees that, at least five (5) weeks prior to the execution of such contract, it will meet with the Union for the discussion of the proposed contract. If such contract is executed, the Hospital agrees to give displaced staff consideration concerning other positions at the Hospital for which they are qualified.

If, in a thirty (30) day period, fifty (50) or more employees are subject to layoff, University Hospital will provide ninety (90) days' notice or compensation at the employee's regular compensation rate to the extent such notice is deficient.

If 49 or less employees are subject to layoff, University Hospital will provide twenty-eight (28) days' notice or compensation at the employee's regular compensation rate to the extent such notice is deficient. When a layoff notice is served to the employee, Human Resources will meet and discuss applicable options as set forth in Article 4.07, C. 1. Bumping and Vacancies.

#### **ARTICLE 18. SUCCESSORSHIP:**

The Hospital shall notify the Union at least thirty (30) days in advance of any takeover, sale, assignment, transfer, merger, reorganization, consolidation or other change of ownership. The Hospital agrees to provide the union with relevant information sought by the Union for the purpose of adequately representing the membership.

#### **ARTICLE 19. LABOR MANAGEMENT COMMITTEE:**



A committee composed of four (4) members from the Union, no more than one (1) member from an individual department, and four (4) members from the Hospital will meet to discuss issues considered important by either side which are not current grievance issues. Meetings will occur at least four (4) times per year provided an agenda is submitted by the Union to the Director of Labor Relations at least fourteen (14) days prior to the meeting date, and the meeting will be for a reasonable time, not to exceed two (2) hours to discuss mutual concerns of the Union and the Hospital.

Such meetings shall be attended by such representatives of the parties as each deem useful to the discussion. The names of committee members will be submitted not less than one week before the scheduled meeting.

This Committee shall function completely separate from and independent of all grievance procedures under this Agreement and these meetings shall not be considered negotiating sessions.

Meetings will be scheduled during normal business hours. Barring emergency circumstances, employees on duty will be released to attend such meetings without loss of pay, if appropriate notice has been given.

The Director of Labor Relations or their designee and an HPAE business representative will be considered to be ex-officio members of this committee.

## **ARTICLE 20. WAGES:**

### **A) Compensation Plan:**

The Parties acknowledge the existence and continuation during the term of this Agreement of a Compensation Plan which incorporates in particular but without limit the following basic concepts;

- 1) A system of position classification with appropriate position description.
- 2) Job descriptions for all HPAE positions which are in the database shall be provided to the HPAE within one (1) month of ratification of this agreement. Other current job descriptions shall be provided as they become available or as requested by the Union.
- 3) A salary range with specific minimum and maximum rates and intermediate merit incremental steps therein for each position, if applicable.
- 4) Regulations governing the administration of the plan, including an Employee Performance Evaluation.
- 5) The authority, method and procedures to effect modifications as such are required. It is agreed that during the term of this Agreement, October 1, -2024 to September 30, 2027 the following salary and fringe benefit improvement shall be provided to eligible negotiations unit employees in the unit within the applicable policies and practice of the Hospital and in keeping with the conditions set forth herein.

Subject to the conditions set forth in the paragraph below and subject to the State Legislature enacting appropriations for these specific purposes, the Hospital agrees to the following additional benefits, effective at the time stated herein:

## **B) Wage Program**

For all employees who were employed as of the date of ratification of this agreement, the wage program shall be as follows:

Three (3) year contract, October 1, 2024 to September 30, 2027.

1. Effective the first full pay period in October 2024, the PH and PS Salary Tables in effect on September 30, 2024, will be increased by 1.25%. Employees who have completed at least one year of service on the preceding step as of September 30, 2024, will move one step on the PH or PS salary table effective October 1, 2024.

Effective October 1, 2024, employees on Step 20 of the PH or PS Salary Table shall receive a lump sum payment of 2.0% based on their salary September 30, 2024 (not to be added to the base salary), pro-rated for part-time employees.

2. Effective the first full pay period in October 2025, all rates of the PH and PS Salary Tables in effect on September 30, 2025 will be increased by 1.25%. Employees who have completed at least one year of service on the preceding step as of September 30, 2025, will move one step on the PH or PS salary table effective October 1, 2025

Effective October 1, 2025, employees on Step 20 of the PH or PS Salary Table shall receive a lump sum payment of 1.25% based on their salary September 30, 2025 (not to be added to the base salary), pro-rated for part-time employees.

3. Effective the first full pay period in October 2026, all rates of the PH and PS Salary Tables in effect on September 30, 2026, will be increased by 1.25%. Employees who have completed at least one year of service on the preceding step as of September 30, 2026, will move one step on the PH or PS salary table effective October 1, 2026.

Effective October 1, 2026, employees on Step 20 of the PH or PS Salary Table shall receive a lump sum payment of 1.25% based on their salary September 30, 2026 (not to be added to the base salary), pro-rated for part-time employees.

## **ARTICLE 21. CRIMINAL BACKGROUND CHECKS:**

Section 1. The parties recognize that the ability of the Hospital to perform criminal background checks on employees is necessary to maintain the integrity of the Hospital and therefore the safety and the security of all its employees and patients and the community. Therefore, the Hospital may, upon reasonable suspicion, perform criminal background checks on employees. The reasonable suspicion determination must be made by the Chief Human Resources Officer or designee within Human Resources. The scope of the criminal background check shall be limited to criminal convictions. Should an employee refuse to allow the Hospital to perform a criminal background check, that employee may be disciplined up to and including termination. The Hospital will conduct all criminal background checks consistent with the requirements of applicable law. If requested by the Union within 7 days of the Hospital's decision to conduct a criminal background check, the Hospital shall, within 7 days of receipt of such written request, provide a written explanation to the employee and the Union describing the basis for the reasonable suspicion finding by management.

Section 2. In the event that a criminal background check reveals any criminal conviction which had not been previously revealed to the Hospital, the Hospital will meet with the employee to discuss an appropriate action. If the employee requests the presence of a Union representative at this meeting, the Hospital must hold this meeting with the employee and a Union representative, so long as the Union representative is available and does not cause the meeting to be unreasonably delayed.

Section 3. Criminal background checks will be kept confidential to extent practicable. An employee who received a negative report will be notified as required by law.

## **ARTICLE 22. DRUG AND ALCOHOL TESTING:**

Section 1. The Hospital and the Union agree to maintain a safe, healthy and productive work environment for all employees, to provide thorough and effective patient care, to maintain the integrity and security of the workplace, and to perform all of these functions in a fashion consistent with our responsibilities to the communities which we serve. An employee who works or attends work under the influence of drugs or alcohol, or who refuses to take an alcohol/drug test when directed to do so pursuant to this Article, shall therefore be subject to disciplinary action up to and including termination. The Hospital shall develop a program to educate employees on the use and abuse of alcohol and drugs.

Section 2. Pursuant to these goals, employees will be required to undergo an alcohol/drug screening test in each of the following instances:

- A. When the Hospital has reasonable suspicion, based upon the behavior or demeanor of an employee, to believe that the employee's ability to perform their job duties is impaired;
- B. After an on duty accident if there is reasonable suspicion by management that impairment may have contributed to the accident and there was injury to anyone requiring medical treatment or lost time from work or property damage of over \$500.00;
- C. When any applicable federal or state law requires.

Reasonable suspicion assessments referenced in this Section shall only be made by supervisory or managerial employees that have been trained to identify the behaviors associated with impairment based on drug or alcohol use. If requested by the Union within 7 days of the drug or alcohol testing, the Hospital shall, within 7 days of receipt of such written request, provide a written explanation to the employee and Union describing the basis for the reasonable suspicion finding by management.

Section 3. It is understood and agreed that the Hospital's failure to require an alcohol or drug screen in any individual circumstance shall not constitute a waiver of the Hospital's right to require such a screen in other circumstances. An employee required to submit to a drug/alcohol screening test under this policy shall report to the test site promptly upon being requested to do so and shall execute all necessary consent forms required.

Section 4. Employee will be transported for testing, if necessary, by car service or other reasonable means of transportation, as determined by management. If requested by the employee, a union representative can accompany the employee to the testing site, so long as the union representative is available and does not cause an unreasonable delay in getting the employee to the testing site. Employees will be paid for the duration of the test at their regular hourly rate of pay.

Section 5. All drug and alcohol testing shall be conducted only by a certified laboratory. The Hospital will request split specimen testing for all drug and alcohol tests pursuant to this Article. The laboratory's inability to perform a split specimen test based on an insufficient sample shall have no effect on the Hospital's ability to take disciplinary action. Screening shall test for presence of alcohol, amphetamines, THC, cocaine, opiates, phencyclidine, barbiturates, benzodiazepines, methaqualone, methadone, propoxyphene, hallucinogens, inhalants, anabolic steroids, hydrocodone and MDMA. No other substances will be tested for, and no other tests shall be run on the employees' samples. Any actionable positive result must be reviewed and verified by an individual that has been trained to interpret and evaluate drug and alcohol test results and an individual's medical history and other relevant biomedical information.

Section 6. The Hospital shall provide an opportunity for assistance to employees having a drug/alcohol problem that the employee voluntarily discloses. Any employee that voluntarily discloses a drug/alcohol dependency problem to the Hospital, prior to notification that a screening test is to be administered, shall be provided an unpaid leave of absence for drug/alcohol rehabilitation. The employee may use any paid leave that he or she has available. If the employee does not use paid leave, the leave of absence shall be without pay. Upon proof of successful completion of a rehabilitation program, the Hospital will reinstate the employee to an equivalent position in the same job title and at the same base pay as the position held by the employee prior to the leave of absence. Upon being reinstated, the employee shall be subject to random drug/alcohol screening for a period of two (2) years from the date of reinstatement. Should such employee subsequently test positive to a drug/alcohol screening test, the employee may be disciplined up to and including termination, at the Hospital's sole discretion. The provisions of this Section shall be subject to the following:

- a. No employee may utilize the provisions providing for the opportunity for assistance, as set forth above, more than once during their employment with the Hospital, unless required by applicable law;
- b. The fact that an employee voluntarily discloses a drug/alcohol dependency problem to the Hospital does not preclude the Hospital from disciplining the employee for events that led up to the voluntary disclosure if the employee's actions were in violation of Hospital rules, policies or procedures;
- c. Any leave pursuant to this Section shall run concurrently with FMLA Leave, if applicable;
- d. The maximum length of any leave of absence that will be provided to any employee under this Section shall be six (6) months, except where an employee is using their own accrued leave time from the outset of the leave of absence, in which case the employee will be permitted to take a paid leave of absence for a maximum length of leave time equal to the lesser of the employee's paid time accrual or twelve (12) months. No employee, however, may utilize accrued leave time to extend a leave of absence beyond 6 months when the employee took any portion of the first six months of the leave of absence as unpaid. Any employee still unable to return to work after this period of leave may be terminated by the Hospital.
- e. An employee that is on a leave of absence pursuant to this Section shall provide written documentation, which provides an update on their status of their ability to return to work, every 30 days following the first day of such leave of absence. The written documentation

must be from the facility where the employee is receiving treatment/counseling for his or her drug/alcohol dependency problem. An employee that fails to timely provide this documentation shall be subject to discipline up to and including termination.

**ARTICLE 23. SAVINGS CLAUSE:**

1. If any provision of this Agreement shall conflict with any Federal or State law or Rules or Regulations of a State Regulatory body, or have the effect of eliminating or making the State ineligible for Federal funding, that specific provision of this Agreement shall be deemed amended or nullified to conform to such law. The other provisions of the Agreement shall not be affected thereby and shall continue in full force and effect.
2. Upon request of either party the Hospital and the Union, agree to meet and renegotiate any provision so affected.


**ARTICLE 24. EFFECTIVE DATE AND DURATION:**

This Agreement, except as otherwise stated shall be effective on October 1, 2024 and shall remain in effect through September 30, 2027.


This Agreement shall remain in full force and effect from the date of execution thereof through September 30, 2027. The Agreement shall automatically be renewed from year to year thereafter, unless either party shall give to the other party written notice of its desire to terminate, modify or amend this Agreement. Such notice shall be given to the other party in writing no later than March 1, 2027, or March of any subsequent year for which this Agreement was automatically renewed. Official notice to the Hospital shall be made by addressing the Chief Human Resources Officer or his/her designee. Official notice to HPAE shall be made by addressing the President of HPAE.

FOR UNIVERSITY HOSPITAL:

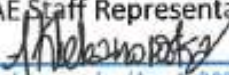
  
Ed Jimenez  
President and Chief Executive Officer

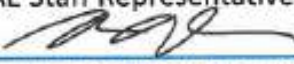
  
Eva M. Serruto, Esq.  
Director Labor Relations

FOR THE UNION:

  
Debbie White (Apr 3, 2025 21:18 EDT)

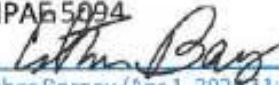
Debbie White  
HPAE President  
  
Christine Munck (Apr 1, 2025 16:55 EDT)

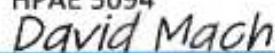
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HPAE Staff Representative  
  
Anna Klebanowska (Apr 1, 2025 16:54 EDT)

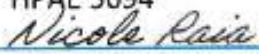
Anna Klebanowska  
HPAE Staff Representative  
  
Ryan Novosielski (Mar 27, 2025 14:01 EDT)

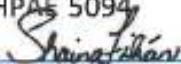
Ryan Novosielski  
Co-President, HPAE Local 5094, AFT/AFL-CIO  
  
Judy Vincenty (Apr 1, 2025 00:30 EDT)

Judy Vincenty  
HPAE 5094  
  
Olivia Valentino-Davis (Apr 1, 2025 10:41 EDT)

Olivia Valentino-Davis  
HPAE 5094  
  
Esther Barney (Apr 1, 2025 11:20 EDT)

Esther Barney  
HPAE 5094  
  
David Mach (Apr 1, 2025 14:19 EDT)

David Mach  
HPAE 5094  
  
Nicole Raia (Apr 1, 2025 14:23 EDT)

Nicole Raia  
HPAE 5094  
  
Shaina Filian (Apr 1, 2025 15:15 EDT)

Shaina Filian  
HPAE 5094  
  
Jason Minott (Apr 1, 2025 15:26 EDT)

Jason Minott  
HPAE 5094  
  
Roshni Danak (Apr 1, 2025 16:25 EDT)

Roshni Danak  
Co Secretary HPAE Local 5094, AFT/AFL-CIO

## **APPENDIX A**

### **JOB SERIES**

For the purposes of Article 4.07(f), the following is a list of Job Series that staff may bump down into, pursuant to the conditions set forth below:

#### **Staff Assistants**

Staff Assistant I	Grade 21
Staff Assistant II	Grade 20
Staff Assistant III	Grade 19
Staff Assistant IV	Grade 18
Staff Assistant V	Grade 17

#### **Accountants**

Sr. Accountant	Grade PS 22
Accountant	Grade PH 18

#### **Grants & Contracts Analysts**

Grants & Contracts Analysts I	Grade PS 27
Grants & Contracts Analysts II	Grade PS 24
Grants & Contracts Analysts III	Grade PS 21

#### **Biomedical Equipment Technicians**

Biomedical Equipment Tech I	Grade PH 21
Biomedical Equipment Tech II	Grade PH 19

#### **Nutritionists**

Nutritionist I	Grade PS 24
Nutritionist II	Grade PS 22
Nutritionist III	Grade PS 20

#### **Budget Analyst**

Budget Analyst I	Grade 25
Budget Analyst II	Grade 22
Budget Analyst III	Grade 18

#### **Programmer Analyst**

Programmer Analyst II	Grade 28
Programmer Analyst III	Grade 25

### **User Support Specialist**

User Support Spec II	Grade 28
User Support Spec III	Grade 24

### **Physician Assistant**

Physician Asst – Surgical	Grade 37
Physician Asst	Grade 35

### **QAPI Coordinator**

QAPI Coor	Grade 34
QAPI Coor II	Grade 30

### **Clinical Audiologist**

Clinical Audiologist	Grade 33C
Sr. Clinical Audiologist	Grade 35C

### **Decision Support Analyst**

Decision Support Analyst	Grade 28
Sr. Decision Support Analyst	Grade 30

The ability to bump between the grades described above is not automatic and will only be permitted if the employee is qualified for the position sought, in the sole discretion of the Hospital. The Hospital's decision as to qualifications is based on an analysis of the actual job duties for the position sought and the employee's qualifications. The Hospital's determination about an Employee's qualifications and decision whether they may bump pursuant to Article 4.07(f) is not subject to arbitration.





**PH SALARY TABLE – HPAE 5094 PROFESSIONALS**  
**Effective 10/1/ 24**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	
<b>Grade 12</b>																					
<b>40 hours</b>	\$19.20	\$19.65	\$20.08	\$20.43	\$20.85	\$21.24	\$21.64	\$22.03	\$22.44	\$22.89	\$23.26	\$23.64	\$24.05	\$24.46	\$24.89	\$25.28	\$25.66	\$26.03	\$26.41	\$26.81	
<b>37.5 hours</b>	\$20.49	\$20.93	\$21.39	\$21.81	\$22.25	\$22.66	\$23.10	\$23.54	\$23.98	\$24.38	\$24.83	\$25.27	\$25.68	\$26.09	\$26.54	\$26.93	\$27.39	\$27.86	\$28.28	\$28.72	
<b>35 hours</b>	\$21.95	\$22.43	\$22.90	\$23.37	\$23.80	\$24.26	\$24.74	\$25.22	\$25.66	\$26.09	\$26.57	\$27.01	\$27.47	\$27.93	\$28.40	\$28.83	\$29.29	\$29.77	\$30.26	\$30.73	
<b>Grade 13</b>																					
<b>40 hours</b>	\$20.08	\$20.45	\$20.88	\$21.30	\$21.71	\$22.14	\$22.54	\$23.00	\$23.44	\$23.84	\$24.26	\$24.64	\$25.08	\$25.54	\$25.98	\$26.38	\$26.80	\$27.24	\$27.67	\$28.12	
<b>37.5 hours</b>	\$21.39	\$21.82	\$22.29	\$22.73	\$23.19	\$23.63	\$24.07	\$24.51	\$24.99	\$25.44	\$25.92	\$26.35	\$26.80	\$27.25	\$27.73	\$28.14	\$28.59	\$29.06	\$29.49	\$29.97	
<b>35 hours</b>	\$22.90	\$23.38	\$23.86	\$24.31	\$24.85	\$25.30	\$25.76	\$26.22	\$26.76	\$27.24	\$27.75	\$28.19	\$28.68	\$29.18	\$29.64	\$30.12	\$30.63	\$31.10	\$31.61	\$32.14	
<b>Grade 14</b>																					
<b>40 hours</b>	\$20.88	\$21.31	\$21.77	\$22.19	\$22.65	\$23.09	\$23.54	\$23.99	\$24.43	\$24.89	\$25.32	\$25.75	\$26.17	\$26.66	\$27.07	\$27.51	\$27.97	\$28.44	\$28.87	\$29.34	
<b>37.5 hours</b>	\$22.29	\$22.75	\$23.22	\$23.68	\$24.17	\$24.62	\$25.15	\$25.62	\$26.06	\$26.54	\$26.99	\$27.49	\$27.97	\$28.47	\$28.93	\$29.38	\$29.84	\$30.33	\$30.84	\$31.30	
<b>35 hours</b>	\$23.86	\$24.43	\$25.03	\$25.45	\$25.92	\$26.39	\$26.86	\$27.39	\$27.92	\$28.42	\$28.91	\$29.42	\$29.93	\$30.47	\$30.93	\$31.47	\$31.98	\$32.55	\$33.09	\$33.64	
<b>Grade 15</b>																					
<b>40 hours</b>	\$21.77	\$22.25	\$22.68	\$23.15	\$23.61	\$24.08	\$24.53	\$25.03	\$25.47	\$25.98	\$26.41	\$26.86	\$27.36	\$27.85	\$28.28	\$28.74	\$29.24	\$29.75	\$30.26	\$30.75	
<b>37.5 hours</b>	\$23.22	\$23.71	\$24.23	\$24.73	\$25.24	\$25.71	\$26.18	\$26.73	\$27.21	\$27.73	\$28.18	\$28.69	\$29.19	\$29.66	\$30.19	\$30.69	\$31.20	\$31.69	\$32.25	\$32.81	
<b>35 hours</b>	\$24.89	\$25.40	\$25.96	\$26.44	\$26.95	\$27.51	\$28.06	\$28.60	\$29.14	\$29.64	\$30.19	\$30.71	\$31.24	\$31.76	\$32.29	\$32.83	\$33.37	\$33.87	\$34.43	\$34.99	
<b>Grade 16</b>																					
<b>40 hours</b>	\$22.68	\$23.19	\$23.67	\$24.18	\$24.63	\$25.15	\$25.64	\$26.11	\$26.64	\$27.12	\$27.58	\$28.07	\$28.56	\$29.08	\$29.53	\$30.03	\$30.55	\$31.04	\$31.52	\$32.02	
<b>37.5 hours</b>	\$24.23	\$24.75	\$25.28	\$25.78	\$26.33	\$26.82	\$27.34	\$27.89	\$28.42	\$28.94	\$29.44	\$29.96	\$30.51	\$31.04	\$31.56	\$32.05	\$32.57	\$33.09	\$33.62	\$34.15	
<b>35 hours</b>	\$25.96	\$26.52	\$27.05	\$27.64	\$28.18	\$28.72	\$29.27	\$29.84	\$30.41	\$30.97	\$31.56	\$32.13	\$32.65	\$33.21	\$33.76	\$34.33	\$34.88	\$35.47	\$36.05	\$36.59	

Grade 17	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
40 hours	\$23.67	\$24.21	\$24.69	\$25.25	\$25.75	\$26.22	\$26.78	\$27.30	\$27.83	\$28.36	\$28.83	\$29.34	\$29.85	\$30.39	\$30.90	\$31.40	\$31.92	\$32.41	\$32.98	\$33.49
37.5 hours	\$25.28	\$25.80	\$26.36	\$26.90	\$27.47	\$28.02	\$28.56	\$29.12	\$29.64	\$30.22	\$30.74	\$31.30	\$31.84	\$32.39	\$32.98	\$33.51	\$34.08	\$34.61	\$35.14	\$35.74
35 hours	\$27.05	\$27.65	\$28.21	\$28.79	\$29.38	\$29.97	\$30.61	\$31.17	\$31.73	\$32.33	\$32.93	\$33.51	\$34.12	\$34.71	\$35.30	\$35.87	\$36.45	\$37.05	\$37.63	\$38.23
<b>Grade 18</b>																				
40 hours	\$24.69	\$25.27	\$25.78	\$26.34	\$26.85	\$27.42	\$27.95	\$28.49	\$29.00	\$29.53	\$30.10	\$30.66	\$31.20	\$31.70	\$32.25	\$32.81	\$33.34	\$33.85	\$34.39	\$34.95
37.5 hours	\$26.36	\$26.92	\$27.51	\$28.07	\$28.65	\$29.22	\$29.80	\$30.39	\$30.96	\$31.55	\$32.14	\$32.71	\$33.27	\$33.84	\$34.43	\$35.00	\$35.60	\$36.22	\$36.80	\$37.44
35 hours	\$28.21	\$28.83	\$29.43	\$30.05	\$30.69	\$31.30	\$31.92	\$32.56	\$33.17	\$33.77	\$34.38	\$34.99	\$35.62	\$36.25	\$36.86	\$37.46	\$38.09	\$38.68	\$39.31	\$39.95
<b>Grade 19</b>																				
40 hours	\$25.78	\$26.35	\$26.90	\$27.48	\$28.04	\$28.62	\$29.20	\$29.75	\$30.30	\$30.88	\$31.43	\$32.02	\$32.58	\$33.15	\$33.72	\$34.30	\$34.86	\$35.47	\$36.08	\$36.66
37.5 hours	\$27.51	\$28.13	\$28.71	\$29.32	\$29.93	\$30.55	\$31.14	\$31.73	\$32.35	\$32.99	\$33.57	\$34.16	\$34.77	\$35.39	\$35.98	\$36.59	\$37.19	\$37.83	\$38.50	\$39.11
35 hours	\$29.43	\$30.10	\$30.78	\$31.40	\$32.06	\$32.73	\$33.34	\$34.02	\$34.67	\$35.31	\$35.95	\$36.59	\$37.24	\$37.90	\$38.55	\$39.18	\$39.83	\$40.47	\$41.12	\$41.77
<b>Grade 20</b>																				
40 hours	\$26.90	\$27.50	\$28.11	\$28.70	\$29.31	\$29.90	\$30.51	\$31.09	\$31.68	\$32.27	\$32.88	\$33.47	\$34.08	\$34.67	\$35.24	\$35.85	\$36.42	\$37.05	\$37.69	\$38.33
37.5 hours	\$28.71	\$29.35	\$30.00	\$30.64	\$31.25	\$31.89	\$32.55	\$33.16	\$33.78	\$34.43	\$35.08	\$35.73	\$36.34	\$36.97	\$37.59	\$38.25	\$38.90	\$39.58	\$40.22	\$40.94
35 hours	\$30.78	\$31.43	\$32.14	\$32.79	\$33.47	\$34.14	\$34.81	\$35.52	\$36.22	\$36.90	\$37.55	\$38.23	\$38.93	\$39.61	\$40.27	\$40.99	\$41.66	\$42.35	\$43.10	\$43.83
<b>Grade 21</b>																				
40 hours	\$28.11	\$28.72	\$29.36	\$29.96	\$30.61	\$31.22	\$31.84	\$32.49	\$33.14	\$33.75	\$34.36	\$34.99	\$35.65	\$36.25	\$36.86	\$37.49	\$38.16	\$38.79	\$39.43	\$40.08
37.5 hours	\$30.00	\$30.69	\$31.32	\$31.98	\$32.65	\$33.33	\$34.02	\$34.67	\$35.34	\$36.00	\$36.66	\$37.31	\$38.01	\$38.66	\$39.36	\$40.00	\$40.65	\$41.32	\$41.96	\$42.65
35 hours	\$32.14	\$32.83	\$33.55	\$34.27	\$34.96	\$35.71	\$36.41	\$37.11	\$37.85	\$38.56	\$39.25	\$39.98	\$40.67	\$41.38	\$42.12	\$42.81	\$43.56	\$44.29	\$45.04	\$45.84
<b>Grade 22</b>																				
40 hours	\$29.73	\$30.39	\$31.07	\$31.71	\$32.41	\$33.06	\$33.73	\$34.39	\$35.04	\$35.70	\$36.37	\$37.04	\$37.71	\$38.38	\$39.04	\$39.68	\$40.35	\$41.04	\$41.73	\$42.43
37.5 hours	\$33.97	\$34.73	\$35.46	\$36.24	\$37.00	\$37.76	\$38.53	\$39.31	\$40.08	\$40.83	\$41.57	\$42.32	\$43.08	\$43.88	\$44.60	\$45.38	\$46.09	\$46.89	\$47.67	\$48.50
<b>Grade 23</b>																				
40 hours	\$31.60	\$32.29	\$33.00	\$33.73	\$34.46	\$35.14	\$35.88	\$36.60	\$37.26	\$37.98	\$38.71	\$39.42	\$40.12	\$40.84	\$41.56	\$42.26	\$42.96	\$43.71	\$44.47	\$45.19
37.5 hours	\$36.10	\$36.87	\$37.73	\$38.55	\$39.36	\$40.17	\$41.00	\$41.80	\$42.61	\$43.38	\$44.23	\$45.01	\$45.84	\$46.68	\$47.47	\$48.27	\$49.08	\$49.93	\$50.78	\$51.64
<b>Grade 24</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>

<b>40 hours</b>	\$32.59	\$33.34	\$34.08	\$34.78	\$35.56	\$36.28	\$37.00	\$37.75	\$38.50	\$39.22	\$39.98	\$40.71	\$41.45	\$42.17	\$42.89	\$43.67	\$44.41	\$45.16	\$45.95	\$46.71
<b>37.5 hours</b>	\$34.78	\$35.57	\$36.34	\$37.12	\$37.93	\$38.68	\$39.48	\$40.28	\$41.09	\$41.85	\$42.65	\$43.45	\$44.21	\$45.00	\$45.80	\$46.56	\$47.34	\$48.16	\$48.98	\$49.82
<b>35 hours</b>	\$37.26	\$38.09	\$38.93	\$39.76	\$40.60	\$41.47	\$42.30	\$43.17	\$44.01	\$44.85	\$45.65	\$46.52	\$47.34	\$48.21	\$49.05	\$49.88	\$50.74	\$51.63	\$52.48	\$53.35
<b>Grade 25</b>																				
<b>40 hours</b>	\$34.08	\$34.86	\$35.66	\$36.41	\$37.19	\$37.97	\$38.70	\$39.49	\$40.28	\$41.07	\$41.81	\$42.58	\$43.38	\$44.16	\$44.92	\$45.70	\$46.48	\$47.27	\$48.06	\$48.89
<b>37.5 hours</b>	\$36.34	\$37.16	\$38.02	\$38.85	\$39.66	\$40.51	\$41.32	\$42.14	\$42.95	\$43.81	\$44.61	\$45.44	\$46.26	\$47.07	\$47.90	\$48.76	\$49.59	\$50.42	\$51.32	\$52.18
<b>35 hours</b>	\$38.93	\$39.81	\$40.70	\$41.59	\$42.46	\$43.38	\$44.24	\$45.13	\$46.03	\$46.93	\$47.76	\$48.70	\$49.54	\$50.42	\$51.34	\$52.20	\$53.08	\$54.01	\$54.89	\$55.84
<b>Grade 26</b>																				
<b>40 hours</b>	\$35.66	\$36.44	\$37.26	\$38.07	\$38.88	\$39.69	\$40.52	\$41.32	\$42.13	\$42.92	\$43.78	\$44.55	\$45.38	\$46.21	\$47.02	\$47.79	\$48.68	\$49.45	\$50.30	\$51.16
<b>37.5 hours</b>	\$38.02	\$38.88	\$39.74	\$40.60	\$41.47	\$42.34	\$43.24	\$44.07	\$44.93	\$45.85	\$46.70	\$47.55	\$48.39	\$49.29	\$50.17	\$51.02	\$51.86	\$52.77	\$53.66	\$54.57
<b>35 hours</b>	\$40.70	\$41.64	\$42.56	\$43.50	\$44.41	\$45.34	\$46.29	\$47.22	\$48.13	\$49.06	\$49.95	\$50.92	\$51.85	\$52.79	\$53.72	\$54.64	\$55.55	\$56.54	\$57.45	\$58.46
<b>Grade 27</b>																				
<b>40 hours</b>	\$37.26	\$38.10	\$38.95	\$39.81	\$40.65	\$41.52	\$42.37	\$43.24	\$44.08	\$44.93	\$45.81	\$46.65	\$47.51	\$48.35	\$49.21	\$50.05	\$50.95	\$51.78	\$52.64	\$53.57
<b>37.5 hours</b>	\$39.74	\$40.65	\$41.56	\$42.45	\$43.43	\$44.31	\$45.23	\$46.13	\$47.03	\$47.92	\$48.83	\$49.76	\$50.66	\$51.61	\$52.52	\$53.41	\$54.33	\$55.24	\$56.17	\$57.15
<b>35 hours</b>	\$42.56	\$43.56	\$44.51	\$45.49	\$46.46	\$47.47	\$48.40	\$49.41	\$50.36	\$51.35	\$52.30	\$53.29	\$54.27	\$55.25	\$56.24	\$57.21	\$58.16	\$59.17	\$60.18	\$61.19
<b>Grade 28</b>																				
<b>40 hours</b>	\$38.95	\$39.84	\$40.72	\$41.64	\$42.55	\$43.45	\$44.33	\$45.23	\$46.13	\$47.03	\$47.93	\$48.82	\$49.69	\$50.61	\$51.50	\$52.43	\$53.29	\$54.19	\$55.12	\$56.04
<b>37.5 hours</b>	\$41.56	\$42.49	\$43.48	\$44.44	\$45.39	\$46.35	\$47.29	\$48.26	\$49.22	\$50.19	\$51.15	\$52.08	\$53.02	\$54.02	\$54.97	\$55.91	\$56.86	\$57.83	\$58.83	\$59.82
<b>35 hours</b>	\$44.51	\$45.54	\$46.56	\$47.58	\$48.67	\$49.64	\$50.68	\$51.71	\$52.72	\$53.74	\$54.77	\$55.78	\$56.79	\$57.82	\$58.88	\$59.88	\$60.88	\$61.95	\$63.00	\$64.10
<b>Grade 29</b>																				
<b>40 hours</b>	\$40.72	\$41.69	\$42.63	\$43.58	\$44.50	\$45.47	\$46.44	\$47.34	\$48.26	\$49.22	\$50.19	\$51.14	\$52.06	\$52.96	\$53.92	\$54.85	\$55.83	\$56.77	\$57.74	\$58.70
<b>37.5 hours</b>	\$43.48	\$44.47	\$45.49	\$46.49	\$47.51	\$48.48	\$49.46	\$50.47	\$51.49	\$52.52	\$53.52	\$54.53	\$55.51	\$56.55	\$57.56	\$58.52	\$59.56	\$60.54	\$61.59	\$62.64
<b>35 hours</b>	\$46.56	\$47.63	\$48.74	\$49.79	\$50.87	\$51.90	\$52.99	\$54.11	\$55.18	\$56.25	\$57.31	\$58.39	\$59.48	\$60.53	\$61.61	\$62.70	\$63.78	\$64.88	\$65.95	\$67.11
<b>Grade 30</b>																				
<b>40 hours</b>	\$42.63	\$43.62	\$44.59	\$45.58	\$46.58	\$47.57	\$48.62	\$49.55	\$50.53	\$51.54	\$52.53	\$53.52	\$54.47	\$55.46	\$56.50	\$57.44	\$58.46	\$59.45	\$60.44	\$61.52
<b>37.5 hours</b>	\$45.49	\$46.55	\$47.60	\$48.70	\$49.68	\$50.76	\$51.79	\$52.86	\$53.92	\$54.99	\$56.04	\$57.12	\$58.13	\$59.18	\$60.24	\$61.30	\$62.35	\$63.41	\$64.52	\$65.57
<b>35 hours</b>	\$48.74	\$49.84	\$50.98	\$52.11	\$53.26	\$54.37	\$55.47	\$56.62	\$57.75	\$58.91	\$59.99	\$61.12	\$62.28	\$63.39	\$64.55	\$65.66	\$66.81	\$67.92	\$69.07	\$70.23

Grade 31	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
40 hours	\$44.59	\$45.62	\$46.70	\$47.72	\$48.77	\$49.82	\$50.86	\$51.87	\$52.92	\$53.97	\$54.99	\$56.02	\$57.08	\$58.09	\$59.13	\$60.17	\$61.20	\$62.27	\$63.31	\$64.36
37.5 hours	\$47.60	\$48.74	\$49.83	\$50.95	\$52.04	\$53.13	\$54.24	\$55.33	\$56.50	\$57.59	\$58.66	\$59.80	\$60.88	\$62.02	\$63.10	\$64.22	\$65.35	\$66.44	\$67.54	\$68.70
35 hours	\$50.98	\$52.16	\$53.35	\$54.55	\$55.71	\$56.92	\$58.09	\$59.29	\$60.45	\$61.65	\$62.85	\$64.06	\$65.18	\$66.37	\$67.54	\$68.74	\$69.96	\$71.15	\$72.34	\$73.60
<b>Grade 32</b>																				
40 hours	\$46.70	\$47.75	\$48.83	\$49.94	\$51.06	\$52.15	\$53.21	\$54.34	\$55.40	\$56.53	\$57.59	\$58.65	\$59.75	\$60.85	\$61.98	\$63.02	\$64.15	\$65.23	\$66.30	\$67.42
37.5 hours	\$49.83	\$50.99	\$52.16	\$53.32	\$54.47	\$55.62	\$56.77	\$57.95	\$59.10	\$60.26	\$61.49	\$62.60	\$63.74	\$64.92	\$66.10	\$67.25	\$68.40	\$69.58	\$70.73	\$71.94
35 hours	\$53.35	\$54.60	\$55.83	\$57.09	\$58.31	\$59.57	\$60.80	\$62.07	\$63.33	\$64.57	\$65.79	\$67.06	\$68.31	\$69.54	\$70.77	\$72.01	\$73.26	\$74.51	\$75.76	\$77.06
<b>Grade 33</b>																				
40 hours	\$48.83	\$49.97	\$51.15	\$52.28	\$53.43	\$54.60	\$55.72	\$56.86	\$58.00	\$59.16	\$60.30	\$61.49	\$62.60	\$63.72	\$64.88	\$66.00	\$67.20	\$68.34	\$69.49	\$70.67
37.5 hours	\$52.16	\$53.35	\$54.59	\$55.81	\$57.02	\$58.25	\$59.48	\$60.68	\$61.91	\$63.11	\$64.31	\$65.55	\$66.78	\$67.98	\$69.22	\$70.42	\$71.60	\$72.82	\$74.07	\$75.32
35 hours	\$55.83	\$57.15	\$58.46	\$59.75	\$61.04	\$62.37	\$63.67	\$64.97	\$66.28	\$67.58	\$68.93	\$70.21	\$71.52	\$72.82	\$74.13	\$75.44	\$76.73	\$78.05	\$79.34	\$80.70
<b>Grade 34</b>																				
40 hours	\$51.15	\$52.34	\$53.56	\$54.74	\$55.96	\$57.17	\$58.35	\$59.58	\$60.77	\$61.99	\$63.15	\$64.35	\$65.56	\$66.79	\$67.98	\$69.17	\$70.38	\$71.54	\$72.78	\$73.99
37.5 hours	\$54.59	\$55.86	\$57.15	\$58.43	\$59.72	\$60.96	\$62.24	\$63.53	\$64.85	\$66.12	\$67.40	\$68.67	\$69.95	\$71.23	\$72.53	\$73.79	\$75.10	\$76.35	\$77.65	\$78.98
35 hours	\$58.46	\$59.82	\$61.19	\$62.53	\$63.91	\$65.33	\$66.70	\$68.04	\$69.45	\$70.80	\$72.21	\$73.56	\$74.96	\$76.31	\$77.66	\$79.03	\$80.43	\$81.77	\$83.20	\$84.57
<b>Grade 35</b>																				
40 hours	\$53.56	\$54.80	\$56.06	\$57.32	\$58.56	\$59.85	\$61.09	\$62.38	\$63.66	\$64.92	\$66.16	\$67.42	\$68.67	\$69.95	\$71.21	\$72.44	\$73.68	\$74.96	\$76.22	\$77.52
37.5 hours	\$57.15	\$58.48	\$59.82	\$61.17	\$62.51	\$63.86	\$65.18	\$66.52	\$67.89	\$69.23	\$70.56	\$71.91	\$73.26	\$74.62	\$75.98	\$77.32	\$78.64	\$80.10	\$81.54	\$82.98
35 hours	\$61.19	\$62.65	\$64.14	\$65.51	\$66.98	\$68.41	\$69.83	\$71.27	\$72.71	\$74.14	\$75.57	\$77.04	\$78.50	\$79.93	\$81.37	\$82.83	\$84.27	\$85.71	\$87.16	\$88.67
<b>Grade 36</b>																				
40 hours	\$56.06	\$57.36	\$58.69	\$60.04	\$61.44	\$62.70	\$64.03	\$65.36	\$66.69	\$67.99	\$69.31	\$70.63	\$71.95	\$73.28	\$74.62	\$75.93	\$77.23	\$78.55	\$79.90	\$81.22
37.5 hours	\$59.82	\$61.23	\$62.66	\$64.10	\$65.45	\$66.89	\$68.34	\$69.72	\$71.12	\$72.54	\$73.92	\$75.34	\$76.76	\$78.21	\$79.64	\$81.00	\$82.42	\$83.81	\$85.21	\$86.64
35 hours	\$64.14	\$65.60	\$67.11	\$68.59	\$70.14	\$71.64	\$73.15	\$74.70	\$76.18	\$77.71	\$79.18	\$80.70	\$82.27	\$83.75	\$85.24	\$86.76	\$88.28	\$89.77	\$91.34	\$92.87
<b>Grade 37</b>																				
40 hours	\$58.69	\$60.12	\$61.53	\$62.91	\$64.28	\$65.68	\$67.08	\$68.46	\$69.83	\$71.23	\$72.65	\$73.99	\$75.43	\$76.80	\$78.22	\$79.61	\$80.98	\$82.46	\$83.94	\$85.46
37.5 hours	\$62.66	\$64.16	\$65.62	\$67.11	\$68.56	\$70.05	\$71.53	\$73.02	\$74.52	\$76.02	\$77.49	\$78.98	\$80.44	\$81.93	\$83.42	\$84.91	\$86.36	\$87.83	\$89.32	\$90.87
35 hours	\$67.09	\$68.67	\$70.29	\$71.89	\$73.46	\$75.08	\$76.66	\$78.24	\$79.85	\$81.41	\$83.00	\$84.57	\$86.18	\$87.76	\$89.35	\$90.96	\$92.53	\$94.11	\$95.71	\$97.29

<b>Grade 38</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>
<b>40 hours</b>	\$61.53	\$62.97	\$64.38	\$65.89	\$67.37	\$68.79	\$70.29	\$71.74	\$73.20	\$74.70	\$76.13	\$77.57	\$79.03	\$80.49	\$81.95	\$83.42	\$84.90	\$86.44	\$87.97	\$89.53
<b>37.5 hours</b>	\$65.62	\$67.19	\$68.70	\$70.29	\$71.88	\$73.42	\$74.97	\$76.50	\$78.09	\$79.65	\$81.19	\$82.75	\$84.32	\$85.86	\$87.41	\$88.95	\$90.53	\$92.06	\$93.62	\$95.25
<b>35 hours</b>	\$70.29	\$71.95	\$73.63	\$75.29	\$76.97	\$78.61	\$80.28	\$81.95	\$83.62	\$85.30	\$86.96	\$88.67	\$90.32	\$91.98	\$93.63	\$95.33	\$97.01	\$98.74	\$100.53	\$102.31
<b>Grade 39</b>																				
<b>40 hours</b>	\$64.38	\$65.93	\$67.45	\$69.02	\$70.55	\$72.09	\$73.62	\$75.15	\$76.70	\$78.23	\$79.75	\$81.25	\$82.82	\$84.36	\$85.90	\$87.42	\$88.95	\$90.59	\$92.19	\$93.87
<b>37.5 hours</b>	\$68.70	\$70.35	\$71.99	\$73.64	\$75.29	\$76.92	\$78.56	\$80.21	\$81.78	\$83.45	\$85.12	\$86.72	\$88.35	\$89.99	\$91.62	\$93.26	\$94.88	\$96.60	\$98.35	\$100.12
<b>35 hours</b>	\$73.63	\$75.37	\$77.12	\$78.86	\$80.62	\$82.41	\$84.10	\$85.89	\$87.64	\$89.39	\$91.14	\$92.91	\$94.65	\$96.42	\$98.16	\$99.88	\$101.64	\$103.49	\$105.36	\$107.20



**PS SALARY TABLE – HPAE 5094 PROFESSIONALS**  
**Effective 10/1/ 24**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Grade 15	\$45,235	\$46,206	\$47,176	\$48,145	\$49,111	\$50,082	\$51,053	\$52,019	\$52,989	\$53,958	\$54,925	\$55,896	\$56,864	\$57,836	\$58,804	\$59,773	\$60,741	\$61,712	\$62,700	\$63,703
Grade 16	\$47,176	\$48,196	\$49,214	\$50,232	\$51,249	\$52,267	\$53,290	\$54,307	\$55,328	\$56,346	\$57,363	\$58,381	\$59,402	\$60,420	\$61,437	\$62,457	\$63,475	\$64,489	\$65,521	\$66,573
Grade 17	\$49,214	\$50,283	\$51,352	\$52,425	\$53,495	\$54,566	\$55,638	\$56,707	\$57,776	\$58,848	\$59,921	\$60,990	\$62,060	\$63,132	\$64,204	\$65,272	\$66,343	\$67,406	\$68,486	\$69,580
Grade 18	\$51,352	\$52,477	\$53,600	\$54,723	\$55,844	\$56,968	\$58,092	\$59,213	\$60,335	\$61,457	\$62,578	\$63,701	\$64,824	\$65,947	\$67,071	\$68,193	\$69,316	\$70,425	\$71,550	\$72,693
Grade 19	\$53,600	\$54,780	\$55,955	\$57,134	\$58,315	\$59,491	\$60,671	\$61,850	\$63,027	\$64,209	\$65,387	\$66,566	\$67,744	\$68,922	\$70,097	\$71,276	\$72,457	\$73,689	\$74,943	\$76,218
Grade 20	\$55,955	\$57,195	\$58,434	\$59,675	\$60,912	\$62,149	\$63,392	\$64,630	\$65,867	\$67,101	\$68,343	\$69,583	\$70,821	\$72,060	\$73,299	\$74,538	\$75,779	\$77,065	\$78,379	\$79,709
Grade 21	\$58,434	\$59,733	\$61,039	\$62,335	\$63,638	\$64,941	\$66,242	\$67,543	\$68,842	\$70,145	\$71,446	\$72,743	\$74,048	\$75,346	\$76,650	\$77,950	\$79,248	\$80,596	\$81,966	\$83,360
Grade 22	\$61,039	\$62,399	\$63,767	\$65,131	\$66,498	\$67,861	\$69,229	\$70,590	\$71,961	\$73,322	\$74,691	\$76,055	\$77,422	\$78,787	\$80,153	\$81,516	\$82,882	\$84,292	\$85,724	\$87,183
Grade 23	\$64,856	\$66,316	\$67,780	\$69,239	\$70,698	\$72,160	\$73,622	\$75,083	\$76,545	\$78,002	\$79,466	\$80,925	\$82,390	\$83,851	\$85,309	\$86,770	\$88,233	\$89,731	\$91,255	\$92,809
Grade 24	\$67,780	\$69,311	\$70,842	\$72,378	\$73,908	\$75,441	\$76,973	\$78,508	\$80,042	\$81,572	\$83,104	\$84,640	\$86,172	\$87,706	\$89,241	\$90,770	\$92,305	\$93,872	\$95,471	\$97,091
Grade 25	\$70,842	\$72,455	\$74,063	\$75,676	\$77,288	\$78,898	\$80,510	\$82,123	\$83,734	\$85,343	\$86,954	\$88,565	\$90,174	\$91,786	\$93,401	\$95,011	\$96,625	\$98,263	\$99,938	\$101,633
Grade 26	\$74,063	\$75,755	\$77,445	\$79,142	\$80,834	\$82,525	\$84,217	\$85,905	\$87,597	\$89,291	\$90,981	\$92,673	\$94,361	\$96,054	\$97,746	\$99,440	\$101,129	\$102,847	\$104,597	\$106,375
	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>
Grade 27	\$77,445	\$79,223	\$81,000	\$82,779	\$84,555	\$86,327	\$88,108	\$89,884	\$91,659	\$93,434	\$95,210	\$96,986	\$98,762	\$100,537	\$102,316	\$104,089	\$105,866	\$107,665	\$109,497	\$111,357

<b>Grade 28</b>	\$81,000	\$82,863	\$84,731	\$86,595	\$88,462	\$90,324	\$92,189	\$94,057	\$95,919	\$97,783	\$99,651	\$101,514	\$103,380	\$105,246	\$107,111	\$108,973	\$110,839	\$112,722	\$114,638	\$116,589	
<b>Grade 29</b>	\$84,731	\$86,688	\$88,646	\$90,605	\$92,563	\$94,520	\$96,479	\$98,438	\$100,392	\$102,352	\$104,311	\$106,265	\$108,228	\$110,184	\$112,145	\$114,097	\$116,058	\$118,028	\$120,035	\$122,077	
<b>Grade 30</b>	\$88,646	\$90,701	\$92,753	\$94,812	\$96,867	\$98,922	\$100,975	\$103,032	\$105,088	\$107,141	\$109,197	\$111,252	\$113,307	\$115,365	\$117,419	\$119,476	\$121,529	\$123,595	\$125,698	\$127,834	
<b>Grade 31</b>	\$92,753	\$94,915	\$97,075	\$99,233	\$101,393	\$103,552	\$105,707	\$107,868	\$110,026	\$112,186	\$114,346	\$116,503	\$118,660	\$120,822	\$122,979	\$125,138	\$127,299	\$129,460	\$131,660	\$133,903	
<b>Grade 32</b>	\$97,075	\$99,341	\$101,607	\$103,873	\$106,141	\$108,405	\$110,676	\$112,941	\$115,205	\$117,473	\$119,741	\$122,008	\$124,271	\$126,538	\$128,806	\$131,070	\$133,342	\$135,604	\$137,911	\$140,256	
<b>Grade 33</b>	\$101,607	\$103,987	\$106,366	\$108,745	\$111,124	\$113,502	\$115,879	\$118,258	\$120,634	\$123,015	\$125,393	\$127,773	\$130,152	\$132,531	\$134,910	\$137,288	\$139,666	\$142,041	\$144,452	\$146,912	
<b>Grade 34</b>	\$106,366	\$108,864	\$111,361	\$113,860	\$116,361	\$118,860	\$121,358	\$123,860	\$126,358	\$128,859	\$131,358	\$133,856	\$136,353	\$138,853	\$141,353	\$143,854	\$146,355	\$148,842	\$151,370	\$153,944	
<b>Grade 35</b>	\$111,361	\$113,985	\$116,606	\$119,229	\$121,847	\$124,473	\$127,093	\$129,720	\$132,339	\$134,959	\$137,585	\$140,204	\$142,824	\$145,451	\$148,067	\$150,689	\$153,313	\$155,917	\$158,570	\$161,266	
<b>Grade 36</b>	\$116,606	\$119,361	\$122,113	\$124,864	\$127,620	\$130,370	\$133,126	\$135,879	\$138,628	\$141,384	\$144,137	\$146,890	\$149,642	\$152,394	\$155,145	\$157,900	\$160,652	\$163,384	\$166,164	\$168,986	
<b>Grade 37</b>	\$122,113	\$125,005	\$127,898	\$130,791	\$133,683	\$136,576	\$139,466	\$142,360	\$145,251	\$148,147	\$151,039	\$153,930	\$156,825	\$159,717	\$162,611	\$165,500	\$168,393	\$171,253	\$174,166	\$177,128	
<b>Grade 38</b>	\$127,898	\$130,934	\$133,971	\$137,006	\$140,043	\$143,080	\$146,115	\$149,151	\$152,191	\$155,225	\$158,261	\$161,296	\$164,335	\$167,369	\$170,406	\$173,442	\$176,479	\$179,556	\$182,888	\$186,180	
<b>Grade 39</b>	\$133,971	\$137,157	\$140,348	\$143,534	\$146,725	\$149,912	\$153,101	\$156,290	\$159,478	\$162,667	\$165,856	\$169,046	\$172,233	\$175,420	\$178,609	\$181,798	\$184,986	\$188,315	\$191,704	\$195,157	
<b>Grade 40</b>	\$140,403	\$143,744	\$147,086	\$150,422	\$153,765	\$157,110	\$160,452	\$163,794	\$167,129	\$170,475	\$173,817	\$177,158	\$180,499	\$183,840	\$187,185	\$190,523	\$193,865	\$197,358	\$200,907	\$204,526	
<b>Grade 42</b>	\$154,205	\$157,873	\$161,545	\$165,212	\$168,883	\$172,554	\$176,223	\$179,895	\$183,564	\$187,234	\$190,903	\$194,572	\$198,244	\$201,910	\$205,586	\$209,255	\$212,926	\$216,756	\$220,656	\$224,632	



**PH SALARY TABLE – HPAE 5094 PROFESSIONALS**  
**Effective 10/1/ 25**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
<b>Grade 12</b>																				
<b>40 hours</b>	\$19.44	\$19.90	\$20.33	\$20.69	\$21.11	\$21.51	\$21.91	\$22.31	\$22.72	\$23.00	\$23.55	\$23.94	\$24.35	\$24.77	\$25.20	\$25.60	\$25.98	\$26.36	\$26.74	\$27.15
<b>37.5 hours</b>	\$20.75	\$21.19	\$21.66	\$22.08	\$22.53	\$22.94	\$23.39	\$23.83	\$24.28	\$24.58	\$25.14	\$25.59	\$26.00	\$26.42	\$26.87	\$27.27	\$27.73	\$28.21	\$28.63	\$29.08
<b>35 hours</b>	\$22.22	\$22.71	\$23.19	\$23.66	\$24.10	\$24.56	\$25.05	\$25.54	\$25.98	\$26.31	\$26.90	\$27.35	\$27.81	\$28.28	\$28.76	\$29.19	\$29.66	\$30.14	\$30.64	\$31.11
<b>Grade 13</b>																				
<b>40 hours</b>	\$20.33	\$20.71	\$21.14	\$21.57	\$21.98	\$22.42	\$22.82	\$23.29	\$23.73	\$24.03	\$24.56	\$24.95	\$25.39	\$25.86	\$26.30	\$26.71	\$27.14	\$27.58	\$28.02	\$28.47
<b>37.5 hours</b>	\$21.66	\$22.09	\$22.57	\$23.01	\$23.48	\$23.93	\$24.37	\$24.82	\$25.30	\$25.62	\$26.24	\$26.68	\$27.14	\$27.59	\$28.08	\$28.49	\$28.95	\$29.42	\$29.86	\$30.34
<b>35 hours</b>	\$23.19	\$23.67	\$24.16	\$24.61	\$25.16	\$25.62	\$26.08	\$26.55	\$27.09	\$27.43	\$28.10	\$28.54	\$29.04	\$29.54	\$30.01	\$30.50	\$31.01	\$31.49	\$32.01	\$32.54
<b>Grade 14</b>																				
<b>40 hours</b>	\$21.14	\$21.58	\$22.04	\$22.47	\$22.93	\$23.38	\$23.83	\$24.29	\$24.74	\$25.04	\$25.64	\$26.07	\$26.50	\$26.99	\$27.41	\$27.85	\$28.32	\$28.80	\$29.23	\$29.71
<b>37.5 hours</b>	\$22.57	\$23.03	\$23.51	\$23.98	\$24.47	\$24.93	\$25.46	\$25.94	\$26.39	\$26.72	\$27.33	\$27.83	\$28.32	\$28.83	\$29.29	\$29.75	\$30.21	\$30.71	\$31.23	\$31.69
<b>35 hours</b>	\$24.16	\$24.74	\$25.34	\$25.77	\$26.24	\$26.72	\$27.20	\$27.73	\$28.27	\$28.62	\$29.27	\$29.79	\$30.30	\$30.85	\$31.32	\$31.86	\$32.38	\$32.96	\$33.50	\$34.06
<b>Grade 15</b>																				
<b>40 hours</b>	\$22.04	\$22.53	\$22.96	\$23.44	\$23.91	\$24.38	\$24.84	\$25.34	\$25.79	\$26.11	\$26.74	\$27.20	\$27.70	\$28.20	\$28.63	\$29.10	\$29.61	\$30.12	\$30.64	\$31.13
<b>37.5 hours</b>	\$23.51	\$24.01	\$24.53	\$25.04	\$25.56	\$26.03	\$26.51	\$27.06	\$27.55	\$27.89	\$28.53	\$29.05	\$29.55	\$30.03	\$30.57	\$31.07	\$31.59	\$32.09	\$32.65	\$33.22
<b>35 hours</b>	\$25.20	\$25.72	\$26.28	\$26.77	\$27.29	\$27.85	\$28.41	\$28.96	\$29.50	\$29.87	\$30.57	\$31.09	\$31.63	\$32.16	\$32.69	\$33.24	\$33.79	\$34.29	\$34.86	\$35.43
<b>Grade 16</b>																				
<b>40 hours</b>	\$22.96	\$23.48	\$23.97	\$24.48	\$24.94	\$25.46	\$25.96	\$26.44	\$26.97	\$27.31	\$27.92	\$28.42	\$28.92	\$29.44	\$29.90	\$30.41	\$30.93	\$31.43	\$31.91	\$32.42
<b>37.5 hours</b>	\$24.53	\$25.06	\$25.60	\$26.10	\$26.66	\$27.16	\$27.68	\$28.24	\$28.78	\$29.13	\$29.81	\$30.33	\$30.89	\$31.43	\$31.95	\$32.45	\$32.98	\$33.50	\$34.04	\$34.58
<b>35 hours</b>	\$26.28	\$26.85	\$27.39	\$27.99	\$28.53	\$29.08	\$29.64	\$30.21	\$30.79	\$31.18	\$31.95	\$32.53	\$33.06	\$33.63	\$34.18	\$34.76	\$35.32	\$35.91	\$36.50	\$37.05



Grade 17	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
40 hours	\$23.97	\$24.51	\$25.00	\$25.57	\$26.07	\$26.55	\$27.11	\$27.64	\$28.18	\$28.53	\$29.19	\$29.71	\$30.22	\$30.77	\$31.29	\$31.79	\$32.32	\$32.82	\$33.39	\$33.91
37.5 hours	\$25.60	\$26.12	\$26.69	\$27.24	\$27.81	\$28.37	\$28.92	\$29.48	\$30.01	\$30.39	\$31.12	\$31.69	\$32.24	\$32.79	\$33.39	\$33.93	\$34.51	\$35.04	\$35.58	\$36.19
35 hours	\$27.39	\$28.00	\$28.56	\$29.15	\$29.75	\$30.34	\$30.99	\$31.56	\$32.13	\$32.53	\$33.34	\$33.93	\$34.55	\$35.14	\$35.74	\$36.32	\$36.91	\$37.51	\$38.10	\$38.71
<b>Grade 18</b>																				
40 hours	\$25.00	\$25.59	\$26.10	\$26.67	\$27.19	\$27.76	\$28.30	\$28.85	\$29.36	\$29.73	\$30.48	\$31.04	\$31.59	\$32.10	\$32.65	\$33.22	\$33.76	\$34.27	\$34.82	\$35.39
37.5 hours	\$26.69	\$27.26	\$27.85	\$28.42	\$29.01	\$29.59	\$30.17	\$30.77	\$31.35	\$31.74	\$32.54	\$33.12	\$33.69	\$34.26	\$34.86	\$35.44	\$36.05	\$36.67	\$37.26	\$37.91
35 hours	\$28.56	\$29.19	\$29.80	\$30.43	\$31.07	\$31.69	\$32.32	\$32.97	\$33.58	\$34.00	\$34.81	\$35.43	\$36.07	\$36.70	\$37.32	\$37.93	\$38.57	\$39.16	\$39.80	\$40.45
<b>Grade 19</b>																				
40 hours	\$26.10	\$26.68	\$27.24	\$27.82	\$28.39	\$28.98	\$29.57	\$30.12	\$30.68	\$31.06	\$31.82	\$32.42	\$32.99	\$33.56	\$34.14	\$34.73	\$35.30	\$35.91	\$36.53	\$37.12
37.5 hours	\$27.85	\$28.48	\$29.07	\$29.69	\$30.30	\$30.93	\$31.53	\$32.13	\$32.75	\$33.16	\$33.99	\$34.59	\$35.20	\$35.83	\$36.43	\$37.05	\$37.65	\$38.30	\$38.98	\$39.60
35 hours	\$29.80	\$30.48	\$31.16	\$31.79	\$32.46	\$33.14	\$33.76	\$34.45	\$35.10	\$35.54	\$36.40	\$37.05	\$37.71	\$38.37	\$39.03	\$39.67	\$40.33	\$40.98	\$41.63	\$42.29
<b>Grade 20</b>																				
40 hours	\$27.24	\$27.84	\$28.46	\$29.06	\$29.68	\$30.27	\$30.89	\$31.48	\$32.08	\$32.48	\$33.29	\$33.89	\$34.51	\$35.10	\$35.68	\$36.30	\$36.88	\$37.51	\$38.16	\$38.81
37.5 hours	\$29.07	\$29.72	\$30.38	\$31.02	\$31.64	\$32.29	\$32.96	\$33.57	\$34.20	\$34.63	\$35.52	\$36.18	\$36.79	\$37.43	\$38.06	\$38.73	\$39.39	\$40.07	\$40.72	\$41.45
35 hours	\$31.16	\$31.82	\$32.54	\$33.20	\$33.89	\$34.57	\$35.25	\$35.96	\$36.67	\$37.13	\$38.02	\$38.71	\$39.42	\$40.11	\$40.77	\$41.50	\$42.18	\$42.88	\$43.64	\$44.38
<b>Grade 21</b>																				
40 hours	\$28.46	\$29.08	\$29.73	\$30.33	\$30.99	\$31.61	\$32.24	\$32.90	\$33.55	\$33.97	\$34.79	\$35.43	\$36.10	\$36.70	\$37.32	\$37.96	\$38.64	\$39.27	\$39.92	\$40.58
37.5 hours	\$30.38	\$31.07	\$31.71	\$32.38	\$33.06	\$33.75	\$34.45	\$35.10	\$35.78	\$36.23	\$37.12	\$37.78	\$38.49	\$39.14	\$39.85	\$40.50	\$41.16	\$41.84	\$42.48	\$43.18
35 hours	\$32.54	\$33.24	\$33.97	\$34.70	\$35.40	\$36.16	\$36.87	\$37.57	\$38.32	\$38.80	\$39.74	\$40.48	\$41.18	\$41.90	\$42.65	\$43.35	\$44.10	\$44.84	\$45.60	\$46.41
<b>Grade 22</b>																				
40 hours	\$30.10	\$30.77	\$31.46	\$32.11	\$32.82	\$33.47	\$34.15	\$34.82	\$35.48	\$35.92	\$36.82	\$37.50	\$38.18	\$38.86	\$39.53	\$40.18	\$40.85	\$41.55	\$42.25	\$42.96
37.5 hours	\$34.39	\$35.16	\$35.90	\$36.69	\$37.46	\$38.23	\$39.01	\$39.80	\$40.58	\$41.09	\$42.09	\$42.85	\$43.62	\$44.43	\$45.16	\$45.95	\$46.67	\$47.48	\$48.27	\$49.11
<b>Grade 23</b>																				
40 hours	\$32.00	\$32.69	\$33.41	\$34.15	\$34.89	\$35.58	\$36.33	\$37.06	\$37.73	\$38.20	\$39.19	\$39.91	\$40.62	\$41.35	\$42.08	\$42.79	\$43.50	\$44.26	\$45.03	\$45.75
37.5 hours	\$36.55	\$37.33	\$38.20	\$39.03	\$39.85	\$40.67	\$41.51	\$42.32	\$43.14	\$43.68	\$44.78	\$45.57	\$46.41	\$47.26	\$48.06	\$48.87	\$49.69	\$50.55	\$51.41	\$52.29
<b>Grade 24</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>

<b>40 hours</b>	\$33.00	\$33.76	\$34.51	\$35.21	\$36.00	\$36.73	\$37.46	\$38.22	\$38.98	\$39.47	\$40.48	\$41.22	\$41.97	\$42.70	\$43.43	\$44.22	\$44.97	\$45.72	\$46.52	\$47.29
<b>37.5 hours</b>	\$35.21	\$36.01	\$36.79	\$37.58	\$38.40	\$39.16	\$39.97	\$40.78	\$41.60	\$42.12	\$43.18	\$43.99	\$44.76	\$45.56	\$46.37	\$47.14	\$47.93	\$48.76	\$49.59	\$50.44
<b>35 hours</b>	\$37.73	\$38.57	\$39.42	\$40.26	\$41.11	\$41.99	\$42.83	\$43.71	\$44.56	\$45.12	\$46.22	\$47.10	\$47.93	\$48.81	\$49.66	\$50.50	\$51.37	\$52.28	\$53.14	\$54.02
<b>Grade 25</b>																				
<b>40 hours</b>	\$34.51	\$35.30	\$36.11	\$36.87	\$37.65	\$38.44	\$39.18	\$39.98	\$40.78	\$41.29	\$42.33	\$43.11	\$43.92	\$44.71	\$45.48	\$46.27	\$47.06	\$47.86	\$48.66	\$49.50
<b>37.5 hours</b>	\$36.79	\$37.62	\$38.50	\$39.34	\$40.16	\$41.02	\$41.84	\$42.67	\$43.49	\$44.03	\$45.17	\$46.01	\$46.84	\$47.66	\$48.50	\$49.37	\$50.21	\$51.05	\$51.96	\$52.83
<b>35 hours</b>	\$39.42	\$40.31	\$41.21	\$42.11	\$42.99	\$43.92	\$44.79	\$45.69	\$46.61	\$47.19	\$48.36	\$49.31	\$50.16	\$51.05	\$51.98	\$52.85	\$53.74	\$54.69	\$55.58	\$56.54
<b>Grade 26</b>																				
<b>40 hours</b>	\$36.11	\$36.90	\$37.73	\$38.55	\$39.37	\$40.19	\$41.03	\$41.84	\$42.66	\$43.19	\$44.33	\$45.11	\$45.95	\$46.79	\$47.61	\$48.39	\$49.29	\$50.07	\$50.93	\$51.80
<b>37.5 hours</b>	\$38.50	\$39.37	\$40.24	\$41.11	\$41.99	\$42.87	\$43.78	\$44.62	\$45.49	\$46.06	\$47.28	\$48.14	\$48.99	\$49.91	\$50.80	\$51.66	\$52.51	\$53.43	\$54.33	\$55.25
<b>35 hours</b>	\$41.21	\$42.16	\$43.09	\$44.04	\$44.97	\$45.91	\$46.87	\$47.81	\$48.73	\$49.34	\$50.57	\$51.56	\$52.50	\$53.45	\$54.39	\$55.32	\$56.24	\$57.25	\$58.17	\$59.19
<b>Grade 27</b>																				
<b>40 hours</b>	\$37.73	\$38.58	\$39.44	\$40.31	\$41.16	\$42.04	\$42.90	\$43.78	\$44.63	\$45.19	\$46.38	\$47.23	\$48.10	\$48.95	\$49.83	\$50.68	\$51.59	\$52.43	\$53.30	\$54.24
<b>37.5 hours</b>	\$40.24	\$41.16	\$42.08	\$42.98	\$43.97	\$44.86	\$45.80	\$46.71	\$47.62	\$48.21	\$49.44	\$50.38	\$51.29	\$52.26	\$53.18	\$54.08	\$55.01	\$55.93	\$56.87	\$57.86
<b>35 hours</b>	\$43.09	\$44.10	\$45.07	\$46.06	\$47.04	\$48.06	\$49.01	\$50.03	\$50.99	\$51.63	\$52.95	\$53.96	\$54.95	\$55.94	\$56.94	\$57.93	\$58.89	\$59.91	\$60.93	\$61.95
<b>Grade 28</b>																				
<b>40 hours</b>	\$39.44	\$40.34	\$41.23	\$42.16	\$43.08	\$43.99	\$44.88	\$45.80	\$46.71	\$47.29	\$48.53	\$49.43	\$50.31	\$51.24	\$52.14	\$53.09	\$53.96	\$54.87	\$55.81	\$56.74
<b>37.5 hours</b>	\$42.08	\$43.02	\$44.02	\$45.00	\$45.96	\$46.93	\$47.88	\$48.86	\$49.84	\$50.46	\$51.79	\$52.73	\$53.68	\$54.70	\$55.66	\$56.61	\$57.57	\$58.55	\$59.57	\$60.57
<b>35 hours</b>	\$45.07	\$46.11	\$47.14	\$48.17	\$49.28	\$50.26	\$51.31	\$52.36	\$53.38	\$54.05	\$55.45	\$56.48	\$57.50	\$58.54	\$59.62	\$60.63	\$61.64	\$62.72	\$63.79	\$64.90
<b>Grade 29</b>																				
<b>40 hours</b>	\$41.23	\$42.21	\$43.16	\$44.12	\$45.06	\$46.04	\$47.02	\$47.93	\$48.86	\$49.47	\$50.82	\$51.78	\$52.71	\$53.62	\$54.59	\$55.54	\$56.53	\$57.48	\$58.46	\$59.43
<b>37.5 hours</b>	\$44.02	\$45.03	\$46.06	\$47.07	\$48.10	\$49.09	\$50.08	\$51.10	\$52.13	\$52.79	\$54.19	\$55.21	\$56.20	\$57.26	\$58.28	\$59.25	\$60.30	\$61.30	\$62.36	\$63.42
<b>35 hours</b>	\$47.14	\$48.23	\$49.35	\$50.41	\$51.51	\$52.55	\$53.65	\$54.79	\$55.87	\$56.57	\$58.03	\$59.12	\$60.22	\$61.29	\$62.38	\$63.48	\$64.58	\$65.69	\$66.77	\$67.95
<b>Grade 30</b>																				
<b>40 hours</b>	\$43.16	\$44.17	\$45.15	\$46.15	\$47.16	\$48.16	\$49.23	\$50.17	\$51.16	\$51.80	\$53.19	\$54.19	\$55.15	\$56.15	\$57.21	\$58.16	\$59.19	\$60.19	\$61.20	\$62.29
<b>37.5 hours</b>	\$46.06	\$47.13	\$48.20	\$49.31	\$50.30	\$51.39	\$52.44	\$53.52	\$54.59	\$55.28	\$56.74	\$57.83	\$58.86	\$59.92	\$60.99	\$62.07	\$63.13	\$64.20	\$65.33	\$66.39
<b>35 hours</b>	\$49.35	\$50.46	\$51.62	\$52.76	\$53.93	\$55.05	\$56.16	\$57.33	\$58.47	\$59.20	\$60.74	\$61.88	\$63.06	\$64.18	\$65.36	\$66.48	\$67.65	\$68.77	\$69.93	\$71.11

Grade 31	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
40 hours	\$45.15	\$46.19	\$47.28	\$48.32	\$49.38	\$50.44	\$51.50	\$52.52	\$53.58	\$54.25	\$55.68	\$56.72	\$57.79	\$58.82	\$59.87	\$60.92	\$61.97	\$63.05	\$64.10	\$65.16
37.5 hours	\$48.20	\$49.35	\$50.45	\$51.59	\$52.69	\$53.79	\$54.92	\$56.02	\$57.21	\$57.92	\$59.39	\$60.55	\$61.64	\$62.80	\$63.89	\$65.02	\$66.17	\$67.27	\$68.38	\$69.56
35 hours	\$51.62	\$52.81	\$54.02	\$55.23	\$56.41	\$57.63	\$58.82	\$60.03	\$61.21	\$61.97	\$63.64	\$64.86	\$65.99	\$67.20	\$68.38	\$69.60	\$70.83	\$72.04	\$73.24	\$74.52
<b>Grade 32</b>																				
40 hours	\$47.28	\$48.35	\$49.44	\$50.56	\$51.70	\$52.80	\$53.88	\$55.02	\$56.09	\$56.79	\$58.31	\$59.38	\$60.50	\$61.61	\$62.75	\$63.81	\$64.95	\$66.05	\$67.13	\$68.26
37.5 hours	\$50.45	\$51.63	\$52.81	\$53.99	\$55.15	\$56.32	\$57.48	\$58.67	\$59.84	\$60.59	\$62.26	\$63.38	\$64.54	\$65.73	\$66.93	\$68.09	\$69.26	\$70.45	\$71.61	\$72.84
35 hours	\$54.02	\$55.28	\$56.53	\$57.80	\$59.04	\$60.31	\$61.56	\$62.85	\$64.12	\$64.92	\$66.61	\$67.90	\$69.16	\$70.41	\$71.65	\$72.91	\$74.18	\$75.44	\$76.71	\$78.02
<b>Grade 33</b>																				
40 hours	\$49.44	\$50.59	\$51.79	\$52.93	\$54.10	\$55.28	\$56.42	\$57.57	\$58.73	\$59.46	\$61.05	\$62.26	\$63.38	\$64.52	\$65.69	\$66.83	\$68.04	\$69.19	\$70.36	\$71.55
37.5 hours	\$52.81	\$54.02	\$55.27	\$56.51	\$57.73	\$58.98	\$60.22	\$61.44	\$62.68	\$63.47	\$65.11	\$66.37	\$67.61	\$68.83	\$70.09	\$71.30	\$72.50	\$73.73	\$75.00	\$76.26
35 hours	\$56.53	\$57.86	\$59.19	\$60.50	\$61.80	\$63.15	\$64.47	\$65.78	\$67.11	\$67.95	\$69.79	\$71.09	\$72.41	\$73.73	\$75.06	\$76.38	\$77.69	\$79.03	\$80.33	\$81.71
<b>Grade 34</b>																				
40 hours	\$51.79	\$52.99	\$54.23	\$55.42	\$56.66	\$57.88	\$59.08	\$60.32	\$61.53	\$62.30	\$63.94	\$65.15	\$66.38	\$67.62	\$68.83	\$70.03	\$71.26	\$72.43	\$73.69	\$74.91
37.5 hours	\$55.27	\$56.56	\$57.86	\$59.16	\$60.47	\$61.72	\$63.02	\$64.32	\$65.66	\$66.48	\$68.24	\$69.53	\$70.82	\$72.12	\$73.44	\$74.71	\$76.04	\$77.30	\$78.62	\$79.97
35 hours	\$59.19	\$60.57	\$61.95	\$63.31	\$64.71	\$66.15	\$67.53	\$68.89	\$70.32	\$71.20	\$73.11	\$74.48	\$75.90	\$77.26	\$78.63	\$80.02	\$81.44	\$82.79	\$84.24	\$85.63
<b>Grade 35</b>																				
40 hours	\$54.23	\$55.49	\$56.76	\$58.04	\$59.29	\$60.60	\$61.85	\$63.16	\$64.46	\$65.26	\$66.99	\$68.26	\$69.53	\$70.82	\$72.10	\$73.35	\$74.60	\$75.90	\$77.17	\$78.49
37.5 hours	\$57.86	\$59.21	\$60.57	\$61.93	\$63.29	\$64.66	\$65.99	\$67.35	\$68.74	\$69.60	\$71.44	\$72.81	\$74.18	\$75.55	\$76.93	\$78.29	\$79.62	\$81.10	\$82.56	\$84.02
35 hours	\$61.95	\$63.43	\$64.94	\$66.33	\$67.82	\$69.27	\$70.70	\$72.16	\$73.62	\$74.54	\$76.51	\$78.00	\$79.48	\$80.93	\$82.39	\$83.87	\$85.32	\$86.78	\$88.25	\$89.78
<b>Grade 36</b>																				
40 hours	\$56.76	\$58.08	\$59.42	\$60.79	\$62.21	\$63.48	\$64.83	\$66.18	\$67.52	\$68.37	\$70.18	\$71.51	\$72.85	\$74.20	\$75.55	\$76.88	\$78.20	\$79.53	\$80.90	\$82.24
37.5 hours	\$60.57	\$62.00	\$63.44	\$64.90	\$66.27	\$67.73	\$69.19	\$70.59	\$72.01	\$72.91	\$74.84	\$76.28	\$77.72	\$79.19	\$80.64	\$82.01	\$83.45	\$84.86	\$86.28	\$87.72
35 hours	\$64.94	\$66.42	\$67.95	\$69.45	\$71.02	\$72.54	\$74.06	\$75.63	\$77.13	\$78.10	\$80.17	\$81.71	\$83.30	\$84.80	\$86.31	\$87.84	\$89.38	\$90.89	\$92.48	\$94.03
<b>Grade 37</b>																				
40 hours	\$59.42	\$60.87	\$62.30	\$63.70	\$65.08	\$66.50	\$67.92	\$69.32	\$70.70	\$71.59	\$73.56	\$74.91	\$76.37	\$77.76	\$79.20	\$80.61	\$81.99	\$83.49	\$84.99	\$86.53
37.5 hours	\$63.44	\$64.96	\$66.44	\$67.95	\$69.42	\$70.93	\$72.42	\$73.93	\$75.45	\$76.39	\$78.46	\$79.97	\$81.45	\$82.95	\$84.46	\$85.97	\$87.44	\$88.93	\$90.44	\$92.01
35 hours	\$67.93	\$69.53	\$71.17	\$72.79	\$74.38	\$76.02	\$77.62	\$79.22	\$80.85	\$81.86	\$84.04	\$85.63	\$87.26	\$88.86	\$90.47	\$92.10	\$93.69	\$95.29	\$96.91	\$98.51

<b>Grade 38</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>
<b>40 hours</b>	\$62.30	\$63.76	\$65.18	\$66.71	\$68.21	\$69.65	\$71.17	\$72.64	\$74.12	\$75.04	\$77.08	\$78.54	\$80.02	\$81.50	\$82.97	\$84.46	\$85.96	\$87.52	\$89.07	\$90.65
<b>37.5 hours</b>	\$66.44	\$68.03	\$69.56	\$71.17	\$72.78	\$74.34	\$75.91	\$77.46	\$79.07	\$80.05	\$82.20	\$83.78	\$85.37	\$86.93	\$88.50	\$90.06	\$91.66	\$93.21	\$94.79	\$96.44
<b>35 hours</b>	\$71.17	\$72.85	\$74.55	\$76.23	\$77.93	\$79.59	\$81.28	\$82.97	\$84.67	\$85.72	\$88.05	\$89.78	\$91.45	\$93.13	\$94.80	\$96.52	\$98.22	\$99.97	\$101.79	\$103.59
<b>Grade 39</b>																				
<b>40 hours</b>	\$65.18	\$66.75	\$68.29	\$69.88	\$71.43	\$72.99	\$74.54	\$76.09	\$77.66	\$78.63	\$80.75	\$82.27	\$83.86	\$85.41	\$86.97	\$88.51	\$90.06	\$91.72	\$93.34	\$95.04
<b>37.5 hours</b>	\$69.56	\$71.23	\$72.89	\$74.56	\$76.23	\$77.88	\$79.54	\$81.21	\$82.80	\$83.84	\$86.18	\$87.80	\$89.45	\$91.11	\$92.77	\$94.43	\$96.07	\$97.81	\$99.58	\$101.37
<b>35 hours</b>	\$74.55	\$76.31	\$78.08	\$79.85	\$81.63	\$83.44	\$85.15	\$86.96	\$88.74	\$89.84	\$92.28	\$94.07	\$95.83	\$97.63	\$99.39	\$101.13	\$102.91	\$104.78	\$106.68	\$108.54



**PS SALARY TABLE – HPAE 5094 PROFESSIONALS**  
**Effective 10/1/ 25**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Grade 15	\$45,800	\$46,784	\$47,766	\$48,747	\$49,725	\$50,708	\$51,691	\$52,669	\$53,651	\$54,632	\$55,612	\$56,595	\$57,575	\$58,559	\$59,539	\$60,520	\$61,500	\$62,483	\$63,484	\$64,499
Grade 16	\$47,766	\$48,798	\$49,829	\$50,860	\$51,890	\$52,920	\$53,956	\$54,986	\$56,020	\$57,050	\$58,080	\$59,111	\$60,145	\$61,175	\$62,205	\$63,238	\$64,268	\$65,295	\$66,340	\$67,405
Grade 17	\$49,829	\$50,912	\$51,994	\$53,080	\$54,164	\$55,248	\$56,333	\$57,416	\$58,498	\$59,584	\$60,670	\$61,752	\$62,836	\$63,921	\$65,007	\$66,088	\$67,172	\$68,249	\$69,342	\$70,450
Grade 18	\$51,994	\$53,133	\$54,270	\$55,407	\$56,542	\$57,680	\$58,818	\$59,953	\$61,089	\$62,225	\$63,360	\$64,497	\$65,634	\$66,771	\$67,909	\$69,045	\$70,182	\$71,305	\$72,444	\$73,602
Grade 19	\$54,270	\$55,465	\$56,654	\$57,848	\$59,044	\$60,235	\$61,429	\$62,623	\$63,815	\$65,012	\$66,204	\$67,398	\$68,591	\$69,784	\$70,973	\$72,167	\$73,363	\$74,610	\$75,880	\$77,171
Grade 20	\$56,654	\$57,910	\$59,164	\$60,421	\$61,673	\$62,926	\$64,184	\$65,438	\$66,690	\$67,940	\$69,197	\$70,453	\$71,706	\$72,961	\$74,215	\$75,470	\$76,726	\$78,028	\$79,359	\$80,705
Grade 21	\$59,164	\$60,480	\$61,802	\$63,114	\$64,433	\$65,753	\$67,070	\$68,387	\$69,703	\$71,022	\$72,339	\$73,652	\$74,974	\$76,288	\$77,608	\$78,924	\$80,239	\$81,603	\$82,991	\$84,402
Grade 22	\$61,802	\$63,179	\$64,564	\$65,945	\$67,329	\$68,709	\$70,094	\$71,472	\$72,861	\$74,239	\$75,625	\$77,006	\$78,390	\$79,772	\$81,155	\$82,535	\$83,918	\$85,346	\$86,796	\$88,273
Grade 23	\$65,667	\$67,145	\$68,627	\$70,104	\$71,582	\$73,062	\$74,542	\$76,022	\$77,502	\$78,977	\$80,459	\$81,937	\$83,420	\$84,899	\$86,375	\$87,855	\$89,336	\$90,853	\$92,396	\$93,969
Grade 24	\$68,627	\$70,177	\$71,728	\$73,283	\$74,832	\$76,384	\$77,935	\$79,489	\$81,043	\$82,592	\$84,143	\$85,698	\$87,249	\$88,802	\$90,357	\$91,905	\$93,459	\$95,045	\$96,664	\$98,305
Grade 25	\$71,728	\$73,361	\$74,989	\$76,622	\$78,254	\$79,884	\$81,516	\$83,150	\$84,781	\$86,410	\$88,041	\$89,672	\$91,301	\$92,933	\$94,569	\$96,199	\$97,833	\$99,491	\$101,187	\$102,903
Grade 26	\$74,989	\$76,702	\$78,413	\$80,131	\$81,844	\$83,557	\$85,270	\$86,979	\$88,692	\$90,407	\$92,118	\$93,831	\$95,541	\$97,255	\$98,968	\$100,683	\$102,393	\$104,133	\$105,904	\$107,705
	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>
Grade 27	\$78,413	\$80,213	\$82,013	\$83,814	\$85,612	\$87,406	\$89,209	\$91,008	\$92,805	\$94,602	\$96,400	\$98,198	\$99,997	\$101,794	\$103,595	\$105,390	\$107,189	\$109,011	\$110,866	\$112,749

<b>Grade 28</b>	\$82,013	\$83,899	\$85,790	\$87,677	\$89,568	\$91,453	\$93,341	\$95,233	\$97,118	\$99,005	\$100,897	\$102,783	\$104,672	\$106,562	\$108,450	\$110,335	\$112,224	\$114,131	\$116,071	\$118,046
<b>Grade 29</b>	\$85,790	\$87,772	\$89,754	\$91,738	\$93,720	\$95,702	\$97,685	\$99,668	\$101,647	\$103,631	\$105,615	\$107,593	\$109,581	\$111,561	\$113,547	\$115,523	\$117,509	\$119,503	\$121,535	\$123,603
<b>Grade 30</b>	\$89,754	\$91,835	\$93,912	\$95,997	\$98,078	\$100,159	\$102,237	\$104,320	\$106,402	\$108,480	\$110,562	\$112,643	\$114,723	\$116,807	\$118,887	\$120,969	\$123,048	\$125,140	\$127,269	\$129,432
<b>Grade 31</b>	\$93,912	\$96,101	\$98,288	\$100,473	\$102,660	\$104,846	\$107,028	\$109,216	\$111,401	\$113,588	\$115,775	\$117,959	\$120,143	\$122,332	\$124,516	\$126,702	\$128,890	\$131,078	\$133,306	\$135,577
<b>Grade 32</b>	\$98,288	\$100,583	\$102,877	\$105,171	\$107,468	\$109,760	\$112,059	\$114,353	\$116,645	\$118,941	\$121,238	\$123,533	\$125,824	\$128,120	\$130,416	\$132,708	\$135,009	\$137,299	\$139,635	\$142,009
<b>Grade 33</b>	\$102,877	\$105,287	\$107,696	\$110,104	\$112,513	\$114,921	\$117,327	\$119,736	\$122,142	\$124,553	\$126,960	\$129,370	\$131,779	\$134,188	\$136,596	\$139,004	\$141,412	\$143,817	\$146,258	\$148,748
<b>Grade 34</b>	\$107,696	\$110,225	\$112,753	\$115,283	\$117,816	\$120,346	\$122,875	\$125,408	\$127,937	\$130,470	\$133,000	\$135,529	\$138,057	\$140,589	\$143,120	\$145,652	\$148,184	\$150,703	\$153,262	\$155,868
<b>Grade 35</b>	\$112,753	\$115,410	\$118,064	\$120,719	\$123,370	\$126,029	\$128,682	\$131,342	\$133,993	\$136,646	\$139,305	\$141,957	\$144,609	\$147,269	\$149,918	\$152,573	\$155,229	\$157,866	\$160,552	\$163,282
<b>Grade 36</b>	\$118,064	\$120,853	\$123,639	\$126,425	\$129,215	\$132,000	\$134,790	\$137,577	\$140,361	\$143,151	\$145,939	\$148,726	\$151,513	\$154,299	\$157,084	\$159,874	\$162,660	\$165,426	\$168,241	\$171,098
<b>Grade 37</b>	\$123,639	\$126,568	\$129,497	\$132,426	\$135,354	\$138,283	\$141,209	\$144,140	\$147,067	\$149,999	\$152,927	\$155,854	\$158,785	\$161,713	\$164,644	\$167,569	\$170,498	\$173,394	\$176,343	\$179,342
<b>Grade 38</b>	\$129,497	\$132,571	\$135,646	\$138,719	\$141,794	\$144,869	\$147,941	\$151,015	\$154,093	\$157,165	\$160,239	\$163,312	\$166,389	\$169,461	\$172,536	\$175,610	\$178,685	\$181,902	\$185,174	\$188,507
<b>Grade 39</b>	\$135,646	\$138,871	\$142,102	\$145,328	\$148,559	\$151,786	\$155,015	\$158,244	\$161,471	\$164,700	\$167,929	\$171,159	\$174,386	\$177,613	\$180,842	\$184,070	\$187,298	\$190,669	\$194,100	\$197,596
<b>Grade 40</b>	\$142,158	\$145,541	\$148,925	\$152,302	\$155,687	\$159,074	\$162,458	\$165,841	\$169,218	\$172,606	\$175,990	\$179,372	\$182,755	\$186,138	\$189,525	\$192,905	\$196,288	\$199,825	\$203,418	\$207,083
<b>Grade 42</b>	\$156,133	\$159,846	\$163,564	\$167,277	\$170,994	\$174,711	\$178,426	\$182,144	\$185,859	\$189,574	\$193,289	\$197,004	\$200,722	\$204,434	\$208,156	\$211,871	\$215,588	\$219,465	\$223,414	\$227,440

PH SALARY TABLE – HPAE 5094 PROFESSIONALS  
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	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	
<b>Grade 12</b>																					
<b>40 hours</b>	\$19.68	\$20.15	\$20.58	\$20.95	\$21.37	\$21.78	\$22.18	\$22.59	\$23.00	\$23.29	\$23.84	\$24.24	\$24.65	\$25.08	\$25.52	\$25.92	\$26.30	\$26.69	\$27.07	\$27.49	
<b>37.5 hours</b>	\$21.01	\$21.45	\$21.93	\$22.36	\$22.81	\$23.23	\$23.68	\$24.13	\$24.58	\$24.89	\$25.45	\$25.91	\$26.33	\$26.75	\$27.21	\$27.61	\$28.08	\$28.56	\$28.99	\$29.44	
<b>35 hours</b>	\$22.50	\$22.99	\$23.48	\$23.96	\$24.40	\$24.87	\$25.36	\$25.86	\$26.30	\$26.64	\$27.24	\$27.69	\$28.16	\$28.63	\$29.12	\$29.55	\$30.03	\$30.52	\$31.02	\$31.50	
<b>Grade 13</b>																					
<b>40 hours</b>	\$20.58	\$20.97	\$21.40	\$21.84	\$22.25	\$22.70	\$23.11	\$23.58	\$24.03	\$24.33	\$24.87	\$25.26	\$25.71	\$26.18	\$26.63	\$27.04	\$27.48	\$27.92	\$28.37	\$28.83	
<b>37.5 hours</b>	\$21.93	\$22.37	\$22.85	\$23.30	\$23.77	\$24.23	\$24.67	\$25.13	\$25.62	\$25.94	\$26.57	\$27.01	\$27.48	\$27.93	\$28.43	\$28.85	\$29.31	\$29.79	\$30.23	\$30.72	
<b>35 hours</b>	\$23.48	\$23.97	\$24.46	\$24.92	\$25.47	\$25.94	\$26.41	\$26.88	\$27.43	\$27.77	\$28.45	\$28.90	\$29.40	\$29.91	\$30.39	\$30.88	\$31.40	\$31.88	\$32.41	\$32.95	
<b>Grade 14</b>																					
<b>40 hours</b>	\$21.40	\$21.85	\$22.32	\$22.75	\$23.22	\$23.67	\$24.13	\$24.59	\$25.05	\$25.35	\$25.96	\$26.40	\$26.83	\$27.33	\$27.75	\$28.20	\$28.67	\$29.16	\$29.60	\$30.08	
<b>37.5 hours</b>	\$22.85	\$23.32	\$23.80	\$24.28	\$24.78	\$25.24	\$25.78	\$26.26	\$26.72	\$27.05	\$27.67	\$28.18	\$28.67	\$29.19	\$29.66	\$30.12	\$30.59	\$31.09	\$31.62	\$32.09	
<b>35 hours</b>	\$24.46	\$25.05	\$25.66	\$26.09	\$26.57	\$27.05	\$27.54	\$28.08	\$28.62	\$28.98	\$29.64	\$30.16	\$30.68	\$31.24	\$31.71	\$32.26	\$32.78	\$33.37	\$33.92	\$34.49	
<b>Grade 15</b>																					
<b>40 hours</b>	\$22.32	\$22.81	\$23.25	\$23.73	\$24.21	\$24.68	\$25.15	\$25.66	\$26.11	\$26.44	\$27.07	\$27.54	\$28.05	\$28.55	\$28.99	\$29.46	\$29.98	\$30.50	\$31.02	\$31.52	
<b>37.5 hours</b>	\$23.80	\$24.31	\$24.84	\$25.35	\$25.88	\$26.36	\$26.84	\$27.40	\$27.89	\$28.24	\$28.89	\$29.41	\$29.92	\$30.41	\$30.95	\$31.46	\$31.98	\$32.49	\$33.06	\$33.64	
<b>35 hours</b>	\$25.52	\$26.04	\$26.61	\$27.10	\$27.63	\$28.20	\$28.77	\$29.32	\$29.87	\$30.24	\$30.95	\$31.48	\$32.03	\$32.56	\$33.10	\$33.66	\$34.21	\$34.72	\$35.30	\$35.87	
<b>Grade 16</b>																					
<b>40 hours</b>	\$23.25	\$23.77	\$24.27	\$24.79	\$25.25	\$25.78	\$26.28	\$26.77	\$27.31	\$27.65	\$28.27	\$28.78	\$29.28	\$29.81	\$30.27	\$30.79	\$31.32	\$31.82	\$32.31	\$32.83	
<b>37.5 hours</b>	\$24.84	\$25.37	\$25.92	\$26.43	\$26.99	\$27.50	\$28.03	\$28.59	\$29.14	\$29.49	\$30.18	\$30.71	\$31.28	\$31.82	\$32.35	\$32.86	\$33.39	\$33.92	\$34.47	\$35.01	
<b>35 hours</b>	\$26.61	\$27.19	\$27.73	\$28.34	\$28.89	\$29.44	\$30.01	\$30.59	\$31.17	\$31.57	\$32.35	\$32.94	\$33.47	\$34.05	\$34.61	\$35.19	\$35.76	\$36.36	\$36.96	\$37.51	

Grade 17	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
40 hours	\$24.27	\$24.82	\$25.31	\$25.89	\$26.40	\$26.88	\$27.45	\$27.99	\$28.53	\$28.89	\$29.55	\$30.08	\$30.60	\$31.15	\$31.68	\$32.19	\$32.72	\$33.23	\$33.81	\$34.33
37.5 hours	\$25.92	\$26.45	\$27.02	\$27.58	\$28.16	\$28.72	\$29.28	\$29.85	\$30.39	\$30.77	\$31.51	\$32.09	\$32.64	\$33.20	\$33.81	\$34.35	\$34.94	\$35.48	\$36.02	\$36.64
35 hours	\$27.73	\$28.35	\$28.92	\$29.51	\$30.12	\$30.72	\$31.38	\$31.95	\$32.53	\$32.94	\$33.76	\$34.35	\$34.98	\$35.58	\$36.19	\$36.77	\$37.37	\$37.98	\$38.58	\$39.19
Grade 18																				
40 hours	\$25.31	\$25.91	\$26.43	\$27.00	\$27.53	\$28.11	\$28.65	\$29.21	\$29.73	\$30.10	\$30.86	\$31.43	\$31.98	\$32.50	\$33.06	\$33.64	\$34.18	\$34.70	\$35.26	\$35.83
37.5 hours	\$27.02	\$27.60	\$28.20	\$28.78	\$29.37	\$29.96	\$30.55	\$31.15	\$31.74	\$32.14	\$32.95	\$33.53	\$34.11	\$34.69	\$35.30	\$35.88	\$36.50	\$37.13	\$37.73	\$38.38
35 hours	\$28.92	\$29.55	\$30.17	\$30.81	\$31.46	\$32.09	\$32.72	\$33.38	\$34.00	\$34.43	\$35.25	\$35.87	\$36.52	\$37.16	\$37.79	\$38.40	\$39.05	\$39.65	\$40.30	\$40.96
Grade 19																				
40 hours	\$26.43	\$27.01	\$27.58	\$28.17	\$28.74	\$29.34	\$29.94	\$30.50	\$31.06	\$31.45	\$32.22	\$32.83	\$33.40	\$33.98	\$34.57	\$35.16	\$35.74	\$36.36	\$36.99	\$37.58
37.5 hours	\$28.20	\$28.84	\$29.43	\$30.06	\$30.68	\$31.32	\$31.92	\$32.53	\$33.16	\$33.57	\$34.41	\$35.02	\$35.64	\$36.28	\$36.89	\$37.51	\$38.12	\$38.78	\$39.47	\$40.10
35 hours	\$30.17	\$30.86	\$31.55	\$32.19	\$32.87	\$33.55	\$34.18	\$34.88	\$35.54	\$35.98	\$36.86	\$37.51	\$38.18	\$38.85	\$39.52	\$40.17	\$40.83	\$41.49	\$42.15	\$42.82
Grade 20																				
40 hours	\$27.58	\$28.19	\$28.82	\$29.42	\$30.05	\$30.65	\$31.28	\$31.87	\$32.48	\$32.89	\$33.71	\$34.31	\$34.94	\$35.54	\$36.13	\$36.75	\$37.34	\$37.98	\$38.64	\$39.30
37.5 hours	\$29.43	\$30.09	\$30.76	\$31.41	\$32.04	\$32.69	\$33.37	\$33.99	\$34.63	\$35.06	\$35.96	\$36.63	\$37.25	\$37.90	\$38.54	\$39.21	\$39.88	\$40.57	\$41.23	\$41.97
35 hours	\$31.55	\$32.22	\$32.95	\$33.62	\$34.31	\$35.00	\$35.69	\$36.41	\$37.13	\$37.59	\$38.50	\$39.19	\$39.91	\$40.61	\$41.28	\$42.02	\$42.71	\$43.42	\$44.19	\$44.93
Grade 21																				
40 hours	\$28.82	\$29.44	\$30.10	\$30.71	\$31.38	\$32.01	\$32.64	\$33.31	\$33.97	\$34.39	\$35.22	\$35.87	\$36.55	\$37.16	\$37.79	\$38.43	\$39.12	\$39.76	\$40.42	\$41.09
37.5 hours	\$30.76	\$31.46	\$32.11	\$32.78	\$33.47	\$34.17	\$34.88	\$35.54	\$36.23	\$36.68	\$37.58	\$38.25	\$38.97	\$39.63	\$40.35	\$41.01	\$41.67	\$42.36	\$43.01	\$43.72
35 hours	\$32.95	\$33.66	\$34.39	\$35.13	\$35.84	\$36.61	\$37.33	\$38.04	\$38.80	\$39.29	\$40.24	\$40.99	\$41.69	\$42.42	\$43.18	\$43.89	\$44.65	\$45.40	\$46.17	\$46.99
Grade 22																				
40 hours	\$30.48	\$31.15	\$31.85	\$32.51	\$33.23	\$33.89	\$34.58	\$35.26	\$35.92	\$36.37	\$37.28	\$37.97	\$38.66	\$39.35	\$40.02	\$40.68	\$41.36	\$42.07	\$42.78	\$43.50
37.5 hours	\$34.82	\$35.60	\$36.35	\$37.15	\$37.93	\$38.71	\$39.50	\$40.30	\$41.09	\$41.60	\$42.62	\$43.39	\$44.17	\$44.99	\$45.72	\$46.52	\$47.25	\$48.07	\$48.87	\$49.72
Grade 23																				
40 hours	\$32.40	\$33.10	\$33.83	\$34.58	\$35.33	\$36.02	\$36.78	\$37.52	\$38.20	\$38.68	\$39.68	\$40.41	\$41.13	\$41.87	\$42.61	\$43.32	\$44.04	\$44.81	\$45.59	\$46.32
37.5 hours	\$37.01	\$37.80	\$38.68	\$39.52	\$40.35	\$41.18	\$42.03	\$42.85	\$43.68	\$44.23	\$45.34	\$46.14	\$46.99	\$47.85	\$48.66	\$49.48	\$50.31	\$51.18	\$52.05	\$52.94
Grade 24																				
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	



40 hours	\$33.41	\$34.18	\$34.94	\$35.65	\$36.45	\$37.19	\$37.93	\$38.70	\$39.47	\$39.96	\$40.99	\$41.74	\$42.49	\$43.23	\$43.97	\$44.77	\$45.53	\$46.29	\$47.10	\$47.88
37.5 hours	\$35.65	\$36.46	\$37.25	\$38.05	\$38.88	\$39.65	\$40.47	\$41.29	\$42.12	\$42.65	\$43.72	\$44.54	\$45.32	\$46.13	\$46.95	\$47.73	\$48.53	\$49.37	\$50.21	\$51.07
35 hours	\$38.20	\$39.05	\$39.91	\$40.76	\$41.62	\$42.51	\$43.37	\$44.26	\$45.12	\$45.68	\$46.80	\$47.69	\$48.53	\$49.42	\$50.28	\$51.13	\$52.01	\$52.93	\$53.80	\$54.70
Grade 25																				
40 hours	\$34.94	\$35.74	\$36.56	\$37.33	\$38.12	\$38.92	\$39.67	\$40.48	\$41.29	\$41.81	\$42.86	\$43.65	\$44.47	\$45.27	\$46.05	\$46.85	\$47.65	\$48.46	\$49.27	\$50.12
37.5 hours	\$37.25	\$38.09	\$38.98	\$39.83	\$40.66	\$41.53	\$42.36	\$43.20	\$44.03	\$44.58	\$45.73	\$46.59	\$47.43	\$48.26	\$49.11	\$49.99	\$50.84	\$51.69	\$52.61	\$53.49
35 hours	\$39.91	\$40.81	\$41.73	\$42.64	\$43.53	\$44.47	\$45.35	\$46.26	\$47.19	\$47.78	\$48.96	\$49.93	\$50.79	\$51.69	\$52.63	\$53.51	\$54.41	\$55.37	\$56.27	\$57.25
Grade 26																				
40 hours	\$36.56	\$37.36	\$38.20	\$39.03	\$39.86	\$40.69	\$41.54	\$42.36	\$43.19	\$43.73	\$44.88	\$45.67	\$46.52	\$47.37	\$48.21	\$48.99	\$49.91	\$50.70	\$51.57	\$52.45
37.5 hours	\$38.98	\$39.86	\$40.74	\$41.62	\$42.51	\$43.41	\$44.33	\$45.18	\$46.06	\$46.64	\$47.87	\$48.74	\$49.60	\$50.53	\$51.44	\$52.31	\$53.17	\$54.10	\$55.01	\$55.94
35 hours	\$41.73	\$42.69	\$43.63	\$44.59	\$45.53	\$46.48	\$47.46	\$48.41	\$49.34	\$49.96	\$51.20	\$52.20	\$53.16	\$54.12	\$55.07	\$56.01	\$56.94	\$57.97	\$58.90	\$59.93
Grade 27																				
40 hours	\$38.20	\$39.06	\$39.93	\$40.81	\$41.67	\$42.57	\$43.44	\$44.33	\$45.19	\$45.75	\$46.96	\$47.82	\$48.70	\$49.56	\$50.45	\$51.31	\$52.23	\$53.09	\$53.97	\$54.92
37.5 hours	\$40.74	\$41.67	\$42.61	\$43.52	\$44.52	\$45.42	\$46.37	\$47.29	\$48.22	\$48.81	\$50.06	\$51.01	\$51.93	\$52.91	\$53.84	\$54.76	\$55.70	\$56.63	\$57.58	\$58.58
35 hours	\$43.63	\$44.65	\$45.63	\$46.64	\$47.63	\$48.66	\$49.62	\$50.66	\$51.63	\$52.28	\$53.61	\$54.63	\$55.64	\$56.64	\$57.65	\$58.65	\$59.63	\$60.66	\$61.69	\$62.72
Grade 28																				
40 hours	\$39.93	\$40.84	\$41.75	\$42.69	\$43.62	\$44.54	\$45.44	\$46.37	\$47.29	\$47.88	\$49.14	\$50.05	\$50.94	\$51.88	\$52.79	\$53.75	\$54.63	\$55.56	\$56.51	\$57.45
37.5 hours	\$42.61	\$43.56	\$44.57	\$45.56	\$46.53	\$47.52	\$48.48	\$49.47	\$50.46	\$51.09	\$52.44	\$53.39	\$54.35	\$55.38	\$56.36	\$57.32	\$58.29	\$59.28	\$60.31	\$61.33
35 hours	\$45.63	\$46.69	\$47.73	\$48.77	\$49.90	\$50.89	\$51.95	\$53.01	\$54.05	\$54.73	\$56.14	\$57.19	\$58.22	\$59.27	\$60.37	\$61.39	\$62.41	\$63.50	\$64.59	\$65.71
Grade 29																				
40 hours	\$41.75	\$42.74	\$43.70	\$44.67	\$45.62	\$46.62	\$47.61	\$48.53	\$49.47	\$50.09	\$51.46	\$52.43	\$53.37	\$54.29	\$55.27	\$56.23	\$57.24	\$58.20	\$59.19	\$60.17
37.5 hours	\$44.57	\$45.59	\$46.64	\$47.66	\$48.70	\$49.70	\$50.71	\$51.74	\$52.78	\$53.45	\$54.87	\$55.90	\$56.90	\$57.98	\$59.01	\$59.99	\$61.05	\$62.07	\$63.14	\$64.21
35 hours	\$47.73	\$48.83	\$49.97	\$51.04	\$52.15	\$53.21	\$54.32	\$55.47	\$56.57	\$57.28	\$58.76	\$59.86	\$60.97	\$62.06	\$63.16	\$64.27	\$65.39	\$66.51	\$67.60	\$68.80
Grade 30																				
40 hours	\$43.70	\$44.72	\$45.71	\$46.73	\$47.75	\$48.76	\$49.85	\$50.80	\$51.80	\$52.45	\$53.85	\$54.87	\$55.84	\$56.85	\$57.93	\$58.89	\$59.93	\$60.94	\$61.97	\$63.07
37.5 hours	\$46.64	\$47.72	\$48.80	\$49.93	\$50.93	\$52.03	\$53.10	\$54.19	\$55.27	\$55.97	\$57.45	\$58.55	\$59.60	\$60.67	\$61.75	\$62.85	\$63.92	\$65.00	\$66.15	\$67.22
35 hours	\$49.97	\$51.09	\$52.27	\$53.42	\$54.60	\$55.74	\$56.86	\$58.05	\$59.20	\$59.94	\$61.50	\$62.65	\$63.85	\$64.98	\$66.18	\$67.31	\$68.50	\$69.63	\$70.80	\$72.00
Grade 31	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20

40 hours	\$45.71	\$46.77	\$47.87	\$48.92	\$50.00	\$51.07	\$52.14	\$53.18	\$54.25	\$54.93	\$56.38	\$57.43	\$58.51	\$59.56	\$60.62	\$61.68	\$62.74	\$63.84	\$64.90	\$65.97
37.5 hours	\$48.80	\$49.97	\$51.08	\$52.23	\$53.35	\$54.46	\$55.61	\$56.72	\$57.93	\$58.64	\$60.13	\$61.31	\$62.41	\$63.59	\$64.69	\$65.83	\$67.00	\$68.11	\$69.23	\$70.43
35 hours	\$52.27	\$53.47	\$54.70	\$55.92	\$57.12	\$58.35	\$59.56	\$60.78	\$61.98	\$62.74	\$64.44	\$65.67	\$66.81	\$68.04	\$69.23	\$70.47	\$71.72	\$72.94	\$74.16	\$75.45
Grade 32																				
40 hours	\$47.87	\$48.95	\$50.06	\$51.19	\$52.35	\$53.46	\$54.55	\$55.71	\$56.79	\$57.50	\$59.04	\$60.12	\$61.26	\$62.38	\$63.53	\$64.61	\$65.76	\$66.88	\$67.97	\$69.11
37.5 hours	\$51.08	\$52.28	\$53.47	\$54.66	\$55.84	\$57.02	\$58.20	\$59.40	\$60.59	\$61.35	\$63.04	\$64.17	\$65.35	\$66.55	\$67.77	\$68.94	\$70.13	\$71.33	\$72.51	\$73.75
35 hours	\$54.70	\$55.97	\$57.24	\$58.52	\$59.78	\$61.06	\$62.33	\$63.64	\$64.92	\$65.73	\$67.44	\$68.75	\$70.02	\$71.29	\$72.55	\$73.82	\$75.11	\$76.38	\$77.67	\$79.00
Grade 33																				
40 hours	\$50.06	\$51.22	\$52.44	\$53.59	\$54.78	\$55.97	\$57.13	\$58.29	\$59.46	\$60.20	\$61.81	\$63.04	\$64.17	\$65.33	\$66.51	\$67.67	\$68.89	\$70.05	\$71.24	\$72.44
37.5 hours	\$53.47	\$54.70	\$55.96	\$57.22	\$58.45	\$59.72	\$60.97	\$62.21	\$63.46	\$64.26	\$65.92	\$67.20	\$68.46	\$69.69	\$70.97	\$72.19	\$73.41	\$74.65	\$75.94	\$77.21
35 hours	\$57.24	\$58.58	\$59.93	\$61.26	\$62.57	\$63.94	\$65.28	\$66.60	\$67.95	\$68.80	\$70.66	\$71.98	\$73.32	\$74.65	\$76.00	\$77.33	\$78.66	\$80.02	\$81.33	\$82.73
Grade 34																				
40 hours	\$52.44	\$53.65	\$54.91	\$56.11	\$57.37	\$58.60	\$59.82	\$61.07	\$62.30	\$63.08	\$64.74	\$65.96	\$67.21	\$68.47	\$69.69	\$70.91	\$72.15	\$73.34	\$74.61	\$75.85
37.5 hours	\$55.96	\$57.27	\$58.58	\$59.90	\$61.23	\$62.49	\$63.81	\$65.12	\$66.48	\$67.31	\$69.09	\$70.40	\$71.71	\$73.02	\$74.36	\$75.64	\$76.99	\$78.27	\$79.60	\$80.97
35 hours	\$59.93	\$61.33	\$62.72	\$64.10	\$65.52	\$66.98	\$68.37	\$69.75	\$71.20	\$72.09	\$74.02	\$75.41	\$76.85	\$78.23	\$79.61	\$81.02	\$82.46	\$83.82	\$85.29	\$86.70
Grade 35																				
40 hours	\$54.91	\$56.18	\$57.47	\$58.77	\$60.03	\$61.36	\$62.62	\$63.95	\$65.27	\$66.08	\$67.83	\$69.11	\$70.40	\$71.71	\$73.00	\$74.27	\$75.53	\$76.85	\$78.13	\$79.47
37.5 hours	\$58.58	\$59.95	\$61.33	\$62.70	\$64.08	\$65.47	\$66.81	\$68.19	\$69.60	\$70.47	\$72.33	\$73.72	\$75.11	\$76.49	\$77.89	\$79.27	\$80.62	\$82.11	\$83.59	\$85.07
35 hours	\$62.72	\$64.22	\$65.75	\$67.16	\$68.67	\$70.14	\$71.58	\$73.06	\$74.54	\$75.47	\$77.47	\$78.98	\$80.47	\$81.94	\$83.42	\$84.92	\$86.39	\$87.86	\$89.35	\$90.90
Grade 36																				
40 hours	\$57.47	\$58.81	\$60.16	\$61.55	\$62.99	\$64.27	\$65.64	\$67.01	\$68.36	\$69.22	\$71.06	\$72.40	\$73.76	\$75.13	\$76.49	\$77.84	\$79.18	\$80.52	\$81.91	\$83.27
37.5 hours	\$61.33	\$62.78	\$64.23	\$65.71	\$67.10	\$68.58	\$70.05	\$71.47	\$72.91	\$73.82	\$75.78	\$77.23	\$78.69	\$80.18	\$81.65	\$83.04	\$84.49	\$85.92	\$87.36	\$88.82
35 hours	\$65.75	\$67.25	\$68.80	\$70.32	\$71.91	\$73.45	\$74.99	\$76.58	\$78.09	\$79.08	\$81.17	\$82.73	\$84.34	\$85.86	\$87.39	\$88.94	\$90.50	\$92.03	\$93.64	\$95.21
Grade 37																				
40 hours	\$60.16	\$61.63	\$63.08	\$64.50	\$65.89	\$67.33	\$68.77	\$70.19	\$71.58	\$72.48	\$74.48	\$75.85	\$77.32	\$78.73	\$80.19	\$81.62	\$83.01	\$84.53	\$86.05	\$87.61
37.5 hours	\$64.23	\$65.77	\$67.27	\$68.80	\$70.29	\$71.82	\$73.33	\$74.85	\$76.39	\$77.34	\$79.44	\$80.97	\$82.47	\$83.99	\$85.52	\$87.04	\$88.53	\$90.04	\$91.57	\$93.16
35 hours	\$68.78	\$70.40	\$72.06	\$73.70	\$75.31	\$76.97	\$78.59	\$80.21	\$81.86	\$82.88	\$85.09	\$86.70	\$88.35	\$89.97	\$91.60	\$93.25	\$94.86	\$96.48	\$98.12	\$99.74
Grade 38	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20

<b>40 hours</b>	\$63.08	\$64.56	\$65.99	\$67.54	\$69.06	\$70.52	\$72.06	\$73.55	\$75.05	\$75.98	\$78.04	\$79.52	\$81.02	\$82.52	\$84.01	\$85.52	\$87.03	\$88.61	\$90.18	\$91.78
<b>37.5 hours</b>	\$67.27	\$68.88	\$70.43	\$72.06	\$73.69	\$75.27	\$76.86	\$78.43	\$80.06	\$81.05	\$83.23	\$84.83	\$86.44	\$88.02	\$89.61	\$91.19	\$92.81	\$94.38	\$95.97	\$97.65
<b>35 hours</b>	\$72.06	\$73.76	\$75.48	\$77.18	\$78.90	\$80.58	\$82.30	\$84.01	\$85.73	\$86.79	\$89.15	\$90.90	\$92.59	\$94.29	\$95.99	\$97.73	\$99.45	\$101.22	\$103.06	\$104.88
<b>Grade 39</b>																				
<b>40 hours</b>	\$65.99	\$67.58	\$69.14	\$70.75	\$72.32	\$73.90	\$75.47	\$77.04	\$78.63	\$79.61	\$81.76	\$83.30	\$84.91	\$86.48	\$88.06	\$89.62	\$91.19	\$92.87	\$94.51	\$96.23
<b>37.5 hours</b>	\$70.43	\$72.12	\$73.80	\$75.49	\$77.18	\$78.85	\$80.53	\$82.23	\$83.84	\$84.89	\$87.26	\$88.90	\$90.57	\$92.25	\$93.93	\$95.61	\$97.27	\$99.03	\$100.82	\$102.64
<b>35 hours</b>	\$75.48	\$77.26	\$79.06	\$80.85	\$82.65	\$84.48	\$86.21	\$88.05	\$89.85	\$90.96	\$93.43	\$95.25	\$97.03	\$98.85	\$100.63	\$102.39	\$104.20	\$106.09	\$108.01	\$109.90

PS SALARY TABLE – HPAE 5094 PROFESSIONALS  
Effective 10/1/ 26

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Grade 15	\$46,373	\$47,368	\$48,363	\$49,356	\$50,346	\$51,342	\$52,337	\$53,328	\$54,322	\$55,315	\$56,307	\$57,302	\$58,294	\$59,291	\$60,283	\$61,277	\$62,269	\$63,264	\$64,277	\$65,306
Grade 16	\$48,363	\$49,408	\$50,452	\$51,496	\$52,538	\$53,582	\$54,631	\$55,673	\$56,720	\$57,763	\$58,806	\$59,850	\$60,896	\$61,940	\$62,983	\$64,028	\$65,072	\$66,111	\$67,169	\$68,248
Grade 17	\$50,452	\$51,548	\$52,644	\$53,744	\$54,841	\$55,939	\$57,038	\$58,134	\$59,229	\$60,328	\$61,428	\$62,524	\$63,621	\$64,720	\$65,819	\$66,914	\$68,012	\$69,102	\$70,209	\$71,330
Grade 18	\$52,644	\$53,797	\$54,948	\$56,100	\$57,249	\$58,401	\$59,553	\$60,703	\$61,853	\$63,003	\$64,152	\$65,303	\$66,455	\$67,606	\$68,758	\$69,908	\$71,060	\$72,197	\$73,350	\$74,522
Grade 19	\$54,948	\$56,158	\$57,363	\$58,571	\$59,782	\$60,988	\$62,197	\$63,406	\$64,613	\$65,824	\$67,032	\$68,241	\$69,448	\$70,656	\$71,860	\$73,069	\$74,280	\$75,543	\$76,828	\$78,135
Grade 20	\$57,363	\$58,634	\$59,904	\$61,176	\$62,444	\$63,712	\$64,987	\$66,256	\$67,524	\$68,789	\$70,062	\$71,333	\$72,603	\$73,873	\$75,143	\$76,413	\$77,685	\$79,004	\$80,351	\$81,714
Grade 21	\$59,904	\$61,236	\$62,575	\$63,903	\$65,239	\$66,575	\$67,908	\$69,242	\$70,574	\$71,910	\$73,243	\$74,573	\$75,911	\$77,241	\$78,578	\$79,911	\$81,242	\$82,623	\$84,028	\$85,457
Grade 22	\$62,575	\$63,969	\$65,371	\$66,769	\$68,171	\$69,568	\$70,971	\$72,366	\$73,771	\$75,167	\$76,570	\$77,968	\$79,370	\$80,769	\$82,169	\$83,567	\$84,967	\$86,412	\$87,880	\$89,376
Grade 23	\$66,488	\$67,984	\$69,485	\$70,981	\$72,476	\$73,975	\$75,474	\$76,972	\$78,471	\$79,964	\$81,465	\$82,961	\$84,463	\$85,960	\$87,455	\$88,953	\$90,453	\$91,988	\$93,551	\$95,144
Grade 24	\$69,485	\$71,055	\$72,624	\$74,199	\$75,767	\$77,339	\$78,909	\$80,483	\$82,056	\$83,624	\$85,195	\$86,769	\$88,340	\$89,912	\$91,486	\$93,053	\$94,627	\$96,233	\$97,873	\$99,533
Grade 25	\$72,624	\$74,278	\$75,926	\$77,580	\$79,232	\$80,883	\$82,535	\$84,189	\$85,840	\$87,490	\$89,141	\$90,793	\$92,442	\$94,095	\$95,751	\$97,401	\$99,056	\$100,735	\$102,452	\$104,190
Grade 26	\$75,926	\$77,661	\$79,393	\$81,133	\$82,867	\$84,601	\$86,336	\$88,066	\$89,801	\$91,537	\$93,270	\$95,004	\$96,735	\$98,470	\$100,205	\$101,942	\$103,673	\$105,434	\$107,228	\$109,051
	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>	<b>Step 13</b>	<b>Step 14</b>	<b>Step 15</b>	<b>Step 16</b>	<b>Step 17</b>	<b>Step 18</b>	<b>Step 19</b>	<b>Step 20</b>
Grade 27	\$79,393	\$81,216	\$83,038	\$84,861	\$86,682	\$88,499	\$90,324	\$92,145	\$93,965	\$95,784	\$97,605	\$99,426	\$101,246	\$103,066	\$104,890	\$106,707	\$108,529	\$110,373	\$112,252	\$114,158
Grade 28	\$83,038	\$84,948	\$86,863	\$88,773	\$90,687	\$92,596	\$94,508	\$96,423	\$98,332	\$100,243	\$102,158	\$104,068	\$105,981	\$107,894	\$109,806	\$111,714	\$113,627	\$115,558	\$117,522	\$119,522

<b>Grade 29</b>	\$86,863	\$88,869	\$90,876	\$92,884	\$94,892	\$96,898	\$98,906	\$100,914	\$102,917	\$104,927	\$106,935	\$108,938	\$110,951	\$112,956	\$114,966	\$116,967	\$118,978	\$120,997	\$123,055	\$125,148
<b>Grade 30</b>	\$90,876	\$92,983	\$95,086	\$97,197	\$99,304	\$101,411	\$103,515	\$105,624	\$107,732	\$109,836	\$111,944	\$114,051	\$116,157	\$118,267	\$120,373	\$122,482	\$124,586	\$126,704	\$128,860	\$131,050
<b>Grade 31</b>	\$95,086	\$97,303	\$99,517	\$101,729	\$103,944	\$106,157	\$108,366	\$110,582	\$112,794	\$115,008	\$117,223	\$119,434	\$121,645	\$123,861	\$126,073	\$128,286	\$130,501	\$132,717	\$134,972	\$137,271
<b>Grade 32</b>	\$99,517	\$101,840	\$104,163	\$106,486	\$108,811	\$111,132	\$113,460	\$115,782	\$118,103	\$120,428	\$122,753	\$125,077	\$127,397	\$129,721	\$132,046	\$134,367	\$136,696	\$139,015	\$141,380	\$143,784
<b>Grade 33</b>	\$104,163	\$106,603	\$109,042	\$111,481	\$113,919	\$116,357	\$118,794	\$121,233	\$123,669	\$126,110	\$128,547	\$130,987	\$133,426	\$135,865	\$138,304	\$140,742	\$143,179	\$145,614	\$148,086	\$150,608
<b>Grade 34</b>	\$109,042	\$111,603	\$114,162	\$116,724	\$119,288	\$121,850	\$124,411	\$126,976	\$129,537	\$132,101	\$134,662	\$137,223	\$139,783	\$142,346	\$144,909	\$147,473	\$150,037	\$152,586	\$155,178	\$157,817
<b>Grade 35</b>	\$114,162	\$116,852	\$119,539	\$122,228	\$124,912	\$127,604	\$130,290	\$132,983	\$135,668	\$138,354	\$141,046	\$143,731	\$146,417	\$149,110	\$151,792	\$154,480	\$157,170	\$159,839	\$162,559	\$165,323
<b>Grade 36</b>	\$119,539	\$122,364	\$125,185	\$128,005	\$130,830	\$133,650	\$136,475	\$139,297	\$142,115	\$144,941	\$147,763	\$150,585	\$153,406	\$156,228	\$159,048	\$161,872	\$164,693	\$167,494	\$170,344	\$173,237
<b>Grade 37</b>	\$125,185	\$128,150	\$131,115	\$134,081	\$137,046	\$140,012	\$142,974	\$145,941	\$148,905	\$151,874	\$154,839	\$157,802	\$160,770	\$163,735	\$166,702	\$169,663	\$172,629	\$175,561	\$178,547	\$181,584
<b>Grade 38</b>	\$131,115	\$134,228	\$137,341	\$140,453	\$143,566	\$146,679	\$149,791	\$152,903	\$156,020	\$159,130	\$162,242	\$165,354	\$168,469	\$171,579	\$174,693	\$177,805	\$180,919	\$184,175	\$187,489	\$190,864
<b>Grade 39</b>	\$137,341	\$140,607	\$143,879	\$147,145	\$150,416	\$153,683	\$156,952	\$160,222	\$163,490	\$166,759	\$170,028	\$173,299	\$176,566	\$179,833	\$183,102	\$186,371	\$189,640	\$193,052	\$196,527	\$200,066
<b>Grade 40</b>	\$143,935	\$147,360	\$150,786	\$154,206	\$157,633	\$161,062	\$164,488	\$167,914	\$171,333	\$174,764	\$178,190	\$181,615	\$185,040	\$188,465	\$191,894	\$195,316	\$198,742	\$202,323	\$205,961	\$209,671
<b>Grade 42</b>	\$158,084	\$161,844	\$165,609	\$169,368	\$173,131	\$176,895	\$180,656	\$184,420	\$188,182	\$191,944	\$195,705	\$199,467	\$203,231	\$206,989	\$210,758	\$214,519	\$218,282	\$222,209	\$226,207	\$230,283

Side Letter #1

**Health Professionals and  
Allied Employees** AFT  
AFL-CIO

110 Kinderslack Road  
Bergen, NJ 07630  
201-262-3005  
1 (800) 801-5005  
FAX 201-262-4335

March 25, 1997

Howard J. Pripas, Esq.  
University of Medicine and Dentistry of New Jersey  
Office of Labor Relations  
65 Bergen St.  
12th Floor - Suite 1237  
Newark, NJ 07107



Re: **Letter of Understanding  
Discipline of Exempt Staff Members**

Dear Mr. Pripas:

It is hereby agreed and acknowledged by both the University and the Union that the University has changed its disciplinary policy with respect to exempt staff so that such staff shall not be suspended without pay for less than five (5) days except for infractions of safety rules of major significance relating to the prevention of serious danger to the University and other staff members.

Both parties further recognize that the Union's position on disciplinary policy toward exempt staff is that such staff should not receive a suspension except for an infraction of safety provisions of major significance and that, where the University would, with just cause, otherwise issue a suspension, such staff should be given a "Written Warning in Lieu of a Suspension."

The Union reserves its right to litigate any matter arising out of the University's revised disciplinary policy with respect to exempt staff members.

Please indicate your agreement by your signature below. The signature of the University acknowledges the Union's position, but does not indicate agreement to the position.

Very truly yours,

Ann Twomey  
President

AT:jg

Howard J. Pripas, Esq.  
Director of Labor Relations  
University of Medicine & Dentistry of New Jersey

Side Letter #2

Ann Twomey, President  
Health Professionals and Allied Employees  
AFT, AFL-CIO  
110 Kindertunck Road  
Emersong, NJ 07630


Re: Vacation Carryover

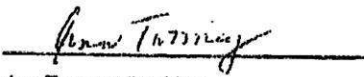
Dear Ms Twomey:

If the union believes the employee is required to carry over vacation accruals in excess of one year because they are not being allowed by the Department to schedule vacation time, they should bring this to the attention of Labor Relations and the matter will be investigated. Labor Relations will discuss the issue with the department and inform them that they must approve excess vacation carryover within the 6-month carryover period. Should the staff member not request vacation, the department may schedule the employee for vacation within the 6-month period.

Please indicate your agreement by signature below.

Very truly yours,

  
Abdel Kanan, Esq.  
Director of Labor Relations

  
Ann Twomey, President  
Health Professionals and Allied Employees  
AFT, AFL-CIO

Side Letter #3



November 5, 2011

Ann Twomey, President  
Health Professionals and Allied Employees  
APT, AFL-CIO  
110 Kinderkamack Road  
Emerson, NJ 07630

Re: Exempt Employees

Dear Ms. Twomey:

If the Union believes an exempt employee is regularly and routinely required to work excessive hours, they should bring this to the attention of Labor Relations and the situation will be investigated with the Office of Compensation Services in conjunction with the appropriate senior management of the unit. A summary of the findings of the investigation and any remedial action taken will be supplied to the union within sixty (60) days. The findings of the investigation are subject to the grievance procedure through Step 2.

Annually, in the month of September, the Vice President of Human Resources will send a communication to the UMDNJ schools and units stating that there should be a reasonable approach taken with regards to flexibility of scheduling exempt employees.

Please indicate your agreement by signature below.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Abdel Kanan".

Abdel Kanan, Esq.  
Director of Labor Relations

A handwritten signature in cursive script, appearing to read "Ann Twomey".

Ann Twomey, President  
Health Professionals & Allied Employees  
APT, AFL-CIO



Side Letter #4



November 5, 2011

Ann Twomey, President  
Health Professionals and Allied Employees  
AFT, AFL-CIO  
110 Kinderkamaok Road  
Emerson, NJ 07630

Re: Hiring and Promotional Opportunities for Internal Candidates

Dear Ms. Twomey:

The University is sensitive to issues presented regarding the hiring and promotional opportunities for internal candidates. Provided that internal candidates meet the requirements for a job posting, it is preferred and strongly encouraged that interviews be granted for the internal candidates who applied within the first five (5) days the position was posted.

Provided qualifications are substantially equal between an internal and external candidate, the appointment of the internal candidate is preferred and encouraged. Provided qualifications and work experience are substantially equal between internal candidates, the appointment of the senior internal candidate is preferred and encouraged. Qualifications are deemed to include, but are not limited to, consideration of work performance, time and attendance and demonstrated attributes consistent with the University's Code of Ethics and Conduct. This side letter is not subject to the grievance procedure.

Please indicate your agreement by signature below.

Very truly yours,

A handwritten signature in black ink, appearing to read "Abdel Kanan", is written over a horizontal line.

Abdel Kanan, Esq.  
Director of Labor Relations

A handwritten signature in black ink, appearing to read "Ann Twomey", is written in a cursive style.

Ann Twomey, President  
Health Professionals & Allied Employees  
AFT, AFL-CIO

Side Letter #5



November 5, 2011

Ann Twomey, President  
Health Professionals and Allied Employees  
AFT, AFL-CIO  
110 Kinderkamack Road  
Emerson, NJ 07630

Re: Helpline

Dear Ms. Twomey:

A staff member may file a complaint with the University's Helpline if she/he believes that she/he has been discriminated against or subjected to harassment and/or a hostile work environment. Such complaints will be triaged and forwarded to the appropriate party for further review and resolution.

Please indicate your agreement by signature below.

Very truly yours,

A handwritten signature in black ink, appearing to read "Abdel Kanan".

Abdel Kanan, Esq.  
Director of Labor Relations

A handwritten signature in black ink, appearing to read "Ann Twomey".

Ann Twomey, President  
Health Professionals and Allied Employees  
AFT, AFL-CIO

**Side Letter of Agreement # 6**

January 6, 2020

Deborah White

Health Professionals and Allied Employees

110 Kinderkamack Road

Emerson, New Jersey 07630

Re: Revocation of Dues

Dear Ms. White:

So as not to unduly delay the settlement of this contract, through October 1, 2018 to September 30, 2021, HPAE and University Hospital agree to continue to negotiate over termination of payroll deduction for union dues when employees present revocation of dues deduction to HPAE and HPAE presents such revocation to University Hospital for processing. Until an agreement is reached, employees will follow the provisions negotiated, agreed to and incorporated into this contract for revocation of dues deduction.

Very truly yours,

---

Eva M. Serruto, Esq.  
Director of Labor Relations

---

Deborah White, President  
Health Professionals and Allied  
Employees

**Side Letter of Agreement # 7**

January 6, 2020

Deborah White  
Health Professionals and Allied Employees  
110 Kinderkamack Road  
Emerson, New Jersey 07630

Re: Non-Hostile Work Environment

Dear Ms. White:

University Hospital and HPAE agree that the working environment shall be characterized by mutual respect for the common dignity to which all individuals are entitled. Repeated, unreasonable conduct will not be tolerated.

Any claims of a violation of this provision shall first be addressed at the request of either the hospital or the Union through a conference with Labor Relations, attended by the employee, manager or departmental representative, a representative or representatives of the union and labor relations, to discuss, and if possible resolve alleged violations. The intent of this meeting shall be to address issues before the imposition of discipline by the hospital upon an employee, or the filing of a grievance against the hospital by the union, becomes necessary. Utilization of this process shall not be mandatory for either party. A full and fair investigation into any alleged violations of this provision shall be the joint duty of the hospital and the union. Any mutual agreements reached at the meeting will be reduced to writing. University Hospital and HPAE jointly commit to support of a healthy and professional work environment and to appropriate interventions with any individual, be they management or staff, whose behavior undermines achievement of this goal.

Very truly yours,

---

Eva M. Serruto, Esq.  
Director of Labor Relations

---

Deborah White, President  
Health Professionals and Allied  
Employees



**UNIVERSITY HOSPITAL**  
Newark, New Jersey

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Side Letter #8

September 14, 2017

Cortado Coturnaccio  
HPAE Local 5094  
110 Kinderkamack Road  
Emerson, NJ 07630

RE: Incident Weather

The parties agree that in the event that an employee has not been advised by the applicable Department of their assigned Category (red or Blue) in writing, the employee may make a written request to the Department Head as to whether they are a Category Red or Category Blue employee. The Department Head shall respond to such written requests in writing within 14 days.

Please indicate your agreement by signature below.

Very truly yours,

\_\_\_\_\_  
Eva M. Serruto, Esq.  
Director of Labor Relations

\_\_\_\_\_  
Ann Twomey, President  
Health Professionals & Allied Employees,  
AFT, AFL-CIO

**PENDING GRIEVANCE WITHDRAWN**

<u>Grievance Number</u>	<u>Department/Title</u>	<u>Reason for Grievance</u>	<u>Date Filed</u>
02-15-17CNK	All Depts.	Class Action (Continuing Education Days)	02/27/2017

**HPAE LOCAL 5094 Titles & Grade**

<b>PH Table</b>		
<b>Title</b>	<b>Table</b>	<b>Grade</b>
ASST BUYER	PH	17A
ASST COOR	PH	22A
BIOMEDICAL EQUIP TECH I	PH	21C
BIOMEDICAL EQUIP TECH II	PH	19C
BLOOD BANK TECHNOLOGIST	PH	23A
BUYER	PH	19A
CLINICAL AUDIOLOGIST	PH	33C
CYTOTECHNOLOGT	PH	23B
ELECTROPHYSIOLOGY SPEC	PH	33C
EXERCISE PHYSIOLOGIST	PH	22C
HISTOTECHNOLOGIST	PH	22A
LOW VISION THERAPIST	PH	26C
MEDICAL TECHNOLOGIST	PH	22A
NUCLEAR MED FUSION IMAGING TECHNOLOGIST I	PH	34C
NUCLEAR MED FUSION IMAGING TECHNOLOGIST II	PH	32C
NUCLEAR MED TECHN	PH	30C
OCCUPATIONAL THER	PH	31C
PHYSICAL THER UH	PH	31C
PROG ASST	PH	17A
QA TECHNOLOGIST	PH	24A
RADIATION THERAPIST	PH	33C
RECREATIONAL THER	PH	22C
RES STUDY COOR	PH	18A
SPEECH THER I UH	PH	30C
SPEECH THER II UH	PH	31C
SR BIO MEDICAL TECH	PH	23C
SR CLIN AUDIOLOGIST	PH	35C
SR INPAT CODER	PH	25B
SR PHYSICAL THER	PH	29C
SR RADIATION THER	PH	32C
SR RECREATIONAL THER	PH	23C
SR RESP THER	PH	27C
STAFF PHARMACIST	PH	37C

<b>PS Table</b>		
<b>Title</b>	<b>Table</b>	<b>Grade</b>
ACTING PAYROLL PROCESSING COOR	PS	23S
ADMIN ANAL IV	PS	19S

ADMIN COOR II	PS	19S
ADMIN COOR II DNU	PS	19S
ADMIN SPECIALIST	PS	23S
APPEALS COOR	PS	27S
APPEALS SPECIALIST	PS	22S
ASST CHAPLAIN	PS	22S
ASST TRAUMA REGISTRY COOR	PS	25S
BILLING & CODING ANALYST	PS	24S
BRACHYTHERAPY SVCS COOR	PS	27S
BUDGET ANAL I	PS	26S
BUDGET REIM ASST	PS	23S
BUDGETARY ADMIN ANALYST I	PS	22S
BUDGET-DECISION SUPP ANALYST	PS	28S
BUSINESS SYS ANAL	PS	26S
BUSINESS SYS COORD	PS	24S
CANCER CONFERENCE COORDINATOR	PS	22S
CANCER REGISTRY INFO SPEC I	PS	26S
CARE COORDINATION SPECIALIST	PS	25S
CHARGE INTEGRITY ANALYST	PS	35S
CHILD LIFE SPECIALIST	PS	22S
CLIN CARE COOR	PS	31S
CLIN COOR TRANSPLANT PROG	PS	31S
CLIN DOC & CODG INTY SPEC	PS	30S
CLIN DOC & CODING INTY SPEC	PS	30S
CLIN PHARMACIST SPEC	PS	38S
CLINICAL NURSE ABTRACTOR	PS	30S
CLINICAL PROC IMPROVEMNT ENG	PS	32S
COMM HEALTHCARE CHAPLAIN	PS	24S
COMMUNITY SERVICES COOR	PS	23S
CONTRACT ADMINISTRATOR	PS	28S
COOR BUDGET SVCS	PS	27S
COOR GRANT DEV COMMUNICATNS	PS	26S
COOR MULTIMEDIA DESIGN	PS	28S
COOR SPEC VENDOR PROG	PS	22S
COORDINATOR CATERING SERVICES	PS	22S
COUNSELOR	PS	28S
CULTURAL LIAISON	PS	21S
DATA ANALYST	PS	26S
DATA BASE ANAL	PS	28S
DATA QUALITY SPEC	PS	30S
DATA SCIENTIST	PS	28S
DATA UNIFORMITY SPECIALIST	PS	28S
DATA UNIFORMITY SPECIALIST II	PS	24S
DECISION SUPPORT ANALYST	PS	28S
DIETETIC TECH I	PS	18S
DIETICIAN	PS	22S



EDUCATION TRNG SPEC	PS	24S
ENTERPRISE SOLUTIONS ARCHITECT	PS	32S
ePROCUREMENT SYS SUPPORT SPEC	PS	24S
FIN ANAL	PS	24S
FINANCIAL COORDINATOR	PS	20S
GENETIC COUNSLR	PS	24S
GRANTS & CONTRACTS ANAL I	PS	27S
HEALTH PHYSICIST	PS	26S
HLTH EDUCATOR II	PS	23S
HLTH EDUCATOR III	PS	20S
HLTH PROGRAM ANALYST	PS	21S
HOME CARE PLANNING COOR	PS	30S
HOSPITAL APPLIC ANALYST	PS	25S
HOSPITAL LIBRARIAN	PS	27S
INFECTION PREVENTIONIST	PS	30S
INFORMATICS PHARMACIST	PS	33S
INFORMATION SYSTEMS SPECIALIST	PS	30S
INJURY PREVENT & OUTREACH COOR	PS	26S
INPAT COD DATA QUAL AUD/EDCTR	PS	32S
INVENTORY CONTROL ANALYST	PS	25S
INVENTORY CONTROL AUDITOR	PS	24S
IST ANAL II	PS	28S
IST SECURITY ANALYST II	PS	29S
IST SECURITY ANALYST III	PS	25S
LACTATION CONSULTANT (NON-RN)	PS	22S
LEAD PHYSICIAN ASST	PS	37S
LEAN PERF IMPROVE SPECIALIST	PS	34S
MANAGED CARE COOR	PS	28S
MEDIA RELATIONS SPECIALIST	PS	23S
MEDICAL DOSIMETRIST	PS	37S
MEDICAL INTERP-ASL/TRILINGUAL	PS	23S
MEDICAL INTERPRETER	PS	20S
MEDICAL INTERPRETER II	PS	18S
MEDICAL PHOTOGRAPHER	PS	19S
MEDICAL PHYSICIST	PS	42S
MGMNT ASST	PS	20S
MKTG INFO ASST	PS	19S
MNTL HLTH CLINICIAN II	PS	25S
MNTL HLTH CLINICIAN III	PS	22S
NUTRITIONIST I	PS	24S
NUTRITIONIST II	PS	22S
NUTRITIONIST III	PS	20S
OPERATIONS PROC IMPROVEMNT ENG	PS	32S
OPTOMETRIST	PS	35S
ORTHOPTIST CERTIFIED	PS	25S
OUTPT CODING DATA QLTY AUD/ED	PS	28S

PALLIATIVE CARE COOR	PS	25S
PATHOLOGIST'S ASST I	PS	32S
PATHOLOGIST'S ASST II	PS	25S
PATIENT NAVIGATOR	PS	22S
PATIENT REPRESENTATIVE	PS	18S
PATIENT SAFETY ANALYST	PS	30S
PAYROLL ANALYST	PS	24S
PAYROLL BENEFITS SPECIALIST	PS	22S
PAYROLL PROCESSING COOR	PS	23S
PHYSICIAN ASST	PS	35S
PHYSICIAN ASST-SURGICAL	PS	37S
PHYSICIAN LIAISON	PS	25S
PHYSICIAN RELATIONS REP	PS	25S
POPULATION HLTH NAVIGATOR	PS	24S
PRIN CLAIMS INVSTGR	PS	23S
PRIN CLIN INFORMATICS ANALYST	PS	35S
PRIN HOSP APPLIC SPEC	PS	32S
PRIN INFORMATICS PHARMACIST	PS	39S
PRIN PUBLIC RELATIONS SPEC	PS	28S
PRIN SYSTEMS SECURITY COOR	PS	35S
PRINCIPAL INFORMATICS DIETITIAN	PS	39S
PROCUREMENT SPEC	PS	24S
PROG ASST	PS	17S
PROG ASST	PS	21S
PROG ASST	PS	18S
PROG COOR	PS	23S
PROG DEV ANAL	PS	24S
PROG DEV SPEC II	PS	21S
PROG DEV SPEC III	PS	18S
PROG DEV SPEC IV	PS	17S
PROG SUPPORT COOR	PS	26S
PROG SUPPORT SPEC	PS	22S
PROGRAMMER ANAL I	PS	30S
PROGRAMMER ANAL II	PS	28S
PROGRAMMER ANAL III	PS	25S
PROJ MGR II	PS	31S
PSYCHOLOGIST - LICENSED	PS	30S
QA/PI TRAINING COOR	PS	24S
QAPI COOR	PS	34S
QAPI COOR II	PS	30S
QI SPEC	PS	30S
QI SPEC/VALUE ANALYSIS	PS	35S
QUALITY DATA ANALYST	PS	30S
RADIOGRAPHIC SVC ENG	PS	28S
RECRUITMENT SPECIALIST	PS	19S
REG DIETITIAN	PS	25S

REIMBURSEMENT ANALYST	PS	26S
SENIOR PROCEDURES ANALYST	PS	22S
SENIOR RECRUITMENT SPECIALIST	PS	24S
SENIOR REGISTERED DIETICIAN	PS	29S
SOCIAL WORKER I - UH	PS	24S
SOURCING ADMINISTRATOR	PS	27S
SR ACCOUNTANT	PS	22S
SR APPEALS COORD	PS	31S
SR APPLICATIONS SPECIALIST	PS	30S
SR BUSINESS SYS ANAL	PS	28S
SR BUYER	PS	22S
SR CARE COORDINATION SPEC	PS	29S
SR DATA BASE ANAL	PS	30S
SR FIN ANAL	PS	27S
SR FIN COOR	PS	22S
SR FINANCIAL CONTROL COOR	PS	33S
SR HOSPITAL APPLIC ANALYST	PS	30S
SR INFECTION PREVENTIONIST	PS	33S
SR INJURY PREV & OUTREACH COOR	PS	28S
SR MKTG & COMMUNICATIONS COOR	PS	26S
SR NETWORK ENGINEER	PS	32S
SR NETWORK SECURITY ENGINEER	PS	35S
SR OUTCOMES EVAL SPEC	PS	30S
SR PATIENT REPRESENTATIVE	PS	20S
SR REVENUE CYCLE ANALYST	PS	30S
SR TECHNOLOGIST	PS	32S
SR WEB APPLICATIONS DEVELOPER	PS	32S
SR WORKERS COMP INVEST	PS	20S
STAFF ASSISTANT	PS	19S
STAFF ASST	PS	17S
STAFF ASST	PS	19S
STAFF ASST	PS	18S
STAFF ASST	PS	20S
STRATEGIC INITIATIVES ANALYST	PS	24S
SUPPLY CHAIN ANALYST	PS	28S
SURGICAL FIRST ASST-ROBOTICS	PS	38S
SYSTEMS ADMINISTRATOR	PS	30S
TECH HW SUPPORT III	PS	21S
TELECOMMUNICATIONS PROJ COOR	PS	28S
TREASURY ANALYST	PS	26S
USER SUPPORT SPEC II	PS	28S
USER SUPPORT SPEC III	PS	24S
VOCATIONAL COUNSLR	PS	18S
WEB COURSE DESIGNER & TRAINER	PS	24S