

## **MOU XX**

### **PRE-SCHEDULING OVERTIME**

- A. Once the initial schedule bid is incorporated and posted, the Employer may offer pre-scheduled overtime. Pre-scheduled overtime shifts will be paid at the appropriate rate of pay and offered to all SEIU1199NW employees covered in this CBA, including intermittent and nonpermanent employees. Staff must meet their FTE or intermittent/non-permanent minimum work availability requirement before qualifying for pre-scheduled overtime shifts.
- a. Any pre-scheduled overtime shifts worked above the employees FTE will be compensated at the rate of time and one-half (1.5x) the regular rate of pay plus an additional two (2) hours of extra pay for the shift.
    - i. Shift differential pay shall be paid for hours worked.
    - ii. The additional pay shall be compensated at the regular rate of pay.
  - b. If the shift is canceled at least one (1) hour prior to the start of the shift, the premium will not be paid.
  - c. Failure by the Employer to notify or attempt to notify staff of cancellation at least one (1) hour in advance of the shift the staff member shall receive the premium pay (time and one-half (1.5x) the staff member's regular rate) for a minimum work period of three (3) hours.
  - d. This pay is in addition to all other compensation contained in the CBA except this compensation cannot be bundled with call back.
- B. Advance Approval
- a. Pre-scheduled Overtime work must be approved in advance by the Employer.
- C. Clarification
- a. Pre-scheduled overtime shifts will be considered "Extra Shifts."
    - i. Kronos shall be coded PS-OT for Pre-scheduled overtime.
    - ii. Kronos shall be coded PS-DT for Pre-scheduled double-time.
  - b. Notifications
    - i. University of Washington will send out a memo upon adoption of this MOU to:

1. Payroll
2. All Harborview management and leadership
3. SEIU Healthcare 1199NW

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*Kristi Aravena* 12/16/2024  
For the University (date)  
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