



Title:	Work Only Weekends – Nursing		
Origination Date:	April 2009	Manual:	Human Resources
Review Date(s):	April 2012	Section:	
Revision Date(s):		Policy No.:	70.0
Effective Date:	May 2009	Contact Dept.:	Human Resources
Approval(s):			
_____ Jack Barto, President & Chief Executive Officer		_____ Keith Strawn, Vice President, Human Resources	

I. POLICY

It is the policy of NHRMC to offer nurses flexibility in scheduling through the Weekend Only Work (WOW) program.

II. PROCEDURE

1. Eligibility

The Weekend Only Work (WOW) option is a mutual employment decision limited to RNs and current NHRMC LPNs in RN transition programs in departments where Nursing Leadership determines the program to be a viable scheduling option.

2. Schedule

- A. WOW Nurses work two (2) – twelve hour shifts each weekend.** Weekend hours begin Friday at 7:00PM and end Monday at 7:00AM. Employees working the WOW option agree to consistently work and are assigned to the same two (2) of five (5) potential shifts every weekend. Any variation requires administrative approval.
- B. WOW Nurses are required to work forty-eight (48) of the fifty-two (52) weekends during a one-year period.** WOW Nurses are eligible for four (4) paid weekends off each year to be paid at the employee's base rate of pay, plus the WOW differential. Because of the nature of the program, the expectation is that all weekends off will be pre-scheduled and approved by the manager. However, NHRMC will allow one (1) of the four (4) weekends to be used for unscheduled personal or family sickness or an emergent situation. One time a year, two (2) weekends in a row may be scheduled off with manager approval. Unused weekends off can not be carried over to the next year.
- C.** Should a NHRMC recognized holiday coincide with the WOW Nurses regular schedule, they will be required to work. However, WOW Nurses are not required to work on a holiday that does not fall on their regularly scheduled workday [i.e. Thanksgiving.]

The commitment a WOW nurse makes to work forty-eight (48) weekends during a one-year period supersedes NHRMC's Absenteeism Policy. As such, failure to work the 48 required weekends may jeopardize an employee's employment status.

3. **Pay**

At NHRMC, base rate of pay is based on years of experience. WOW Nurses receive a WOW Differential of \$10.00 per hour for the two (2) – twelve hour shifts to which they are regularly assigned. In addition, WOW Nurses receive 2nd, 3rd, and 4th shift differential for hours worked as defined in Policy #54.0, Shift Differential.

WOW Nurses who choose to work additional shift are paid their regular hourly rate of pay, plus any applicable overtime and shift differential. The WOW differential does not apply to shifts above their two (2) – twelve hours shifts.

4. **Benefits**

- A. WOW Nurses are eligible to participate in the following core benefits offered to 0.6 FTE employees, but pay premiums (payroll deductions) at the full-time (0.8 – 1.0 FTE) employee rate. These core benefits are health, dental, and vision.
- B. WOW Nurses are eligible to participate in and benefit from NHRMC sponsored retirement plans [403(b), 457(b) and pension] in a manner commensurate with their FTE and hours worked. Supplemental life insurance benefits are based on the employee's base rate of pay at a 0.60 FTE.
- C. WOW Nurses are NOT eligible to accrue PDO in accordance with NHRMC PDO policy. RNs or LPNs who are accepted into the WOW program and who are already NHRMC employees with accrued, unused PDO banks have the opportunity to (1) have their PDO bank paid out at the time of the transfer to WOW in accordance with the PDO vesting schedule and / or (2) leave their bank intact for PDO sellback, PDO payout or for later use, should they return to a regular PDO eligible status.

PDOs may not be used in lieu of working the 48 required weekends.

5. **General**

Employees hired for the WOW program are subject to all policies and procedures of the Medical Center as appropriate to their status, unless otherwise addressed in this policy.

Employees with documented performance, attendance or other disciplinary problems are excluded from consideration for the program. Exceptions may be considered with approval from the appropriate Director and Vice President.

Any exceptions to this policy must be approved by the Vice President of Human Resources.

END