



# THE INFORMER

January 2017  
PRESIDENT'S MESSAGE  
by Pat Mills, RN

## Affiliation with Lenox Hill Hospital Union (New York Professional Nurses' Union)

In 2015 we entered into a two year agreement of affiliation with Lenox Hill's Union; this agreement is in effect until April 30, 2017. As part of this agreement we are both obligated to notify the other with 60 days' notice if we wish to continue or dissolve this affiliation, which means by March 2nd, 2017.

Granted, even before this affiliation we had collaborated with Lenox Hill regarding many issues and always enjoyed a very good professional relationship with them. Under this affiliation we would also become part of NENA (Northeast Nurses Association) of which Lenox Hill is already a member, however, when we met with them they made it clear they had no room for us on their Board of Directors and we would be represented by Lenox Hill's Board members.

Right from the beginning we felt it was clear that after the two year period we would become New York Professional Nurses' Union at Huntington and would no longer be Huntington Hospital Nurses' Association, totally independent as we had always been.

Unfortunately, after this trial affiliation we, your Board of Directors, feel that this affiliation was not as beneficial as it could have been and do not feel that we would benefit from becoming NYPNU at Huntington. One reason is that location-wise it was not convenient for either of us to have frequent meetings. However, we would like to continue our information sharing with Lenox Hill which we will have to discuss further with them.

## **MAGNET IS COMING!** **Our site visit will be March 1, 2, & 3 2017**

Let's get ready! Here are 5 things you need to know to prepare.

1. Know your unit metrics (i.e. Falls, HAPU, CLABS, CAUTI, etc.) and patient satisfaction scores.
2. Be ready to BRAG!! This is your chance to show off all the great things we do here at Huntington.
3. Attend some of the Magnet Preparation breakfast, lunch and dinners! We will be sharing information and preparing to speak about our accomplishments! More information is coming soon.
4. Know your unit exemplars. Your nurse managers will be reviewing these with you at briefs and UPC meetings.
5. Speak to our The Professional Practice Model: REMEMBER Our P.A.C.T is to C.A.R.E.

# Holistic Nursing: SELF-CARE

by Christine Eaches, RN

Healthcare has been moving from a disease centered approach to one of prevention and wellness. Yes, we know this, but how does this relate to us? All too often we place ourselves on the bottom of the list, caring for all those around us without any regard for ourselves. If we do not replenish ourselves, we will have nothing to give. Are we taking care of our own wellness? If not, you could be in one of the stages of burnout.

Self-care, as it is called in Holistic Nursing, is taking the time for yourself to recharge and renew. Whether it involves yoga, meditation, journaling, prayer, or exercise, there are many activities you can do to give back to yourself. It is critical that we schedule this time for ourselves on a regular basis.

The night shift will have the opportunity to experience a few of these activities with Wellness Wednesdays. During your shift on the 3<sup>rd</sup> Wednesday of the month, join us from 0030-0130 in the Gilles Conference room. Each month, we will introduce a different self-care activity. Some of the topics will include chair yoga, Qigong, and clinical meditation; come by and try something new.

However, wellness routines might not be enough to keep you in balance and stress free. What do we do when work gets hectic and you want to run away screaming? Stopping to take four deep breaths will reset that fight or flight mechanism and allow you to get through your shift. In addition to simple breathing, you can also try a relaxation exercise. Patient education sheets have been developed for many of the Essential Oils used in the hospital; these sheets explain why that oil was chosen, along with a relaxation exercise. Whether you read the exercise to yourself or aloud, do it slowly. It only takes a few minutes, and you will feel calmer. Try the exercises out on yourself and your family.

Copies of the patient education sheets are found on the Intranet. Under the USEFUL LINKS section, click on TEAM SITES. Click on VIEW SITE DIRECTORY, then under facilities click HUNTINGTON HOSPITAL. There you will find a link for HOLISTIC/INTEGRATIVE NURSING. Once here you have access to a number of folders; meeting minutes, policies, anything related to Holistic Nursing. The folder Aromatherapy-Patient Education contains the handouts. There are two versions of each, one for use with an inhaler and the other without. The sheets can be printed in bulk at the copy center, so ask your managers or you can print them out in black and white at any printer as needed. Postcards with a relaxation exercise on the front and an explanation of essential oils are also available at the nursing stations.

Applying your own oxygen mask first is what is required during an airline emergency; the same applies to your own wellness. You can't help others until you ensure your own health and safety. Have some fun learning some new tools for your wellness. Following is an example of information given to patients.

## **Lavender (Lavendula Angustifolia)**

Clinical aromatherapy is the use of an essential oil to enhance health and well-being by targeting specific symptoms for specific outcomes. You have been given the essential oil Lavender. Lavender has been shown to be effective when you are feeling restless, anxious or have trouble sleeping.

You can keep the essential oil at your bedside, or you can take the gauze pad and place it on your chest. Relax and breathe normally for a few minutes or try the exercise below:

Sit comfortably; allow the chair or bed to support you. Relax your shoulders.  
Place your hands on your belly. Breathe. Be aware of your belly rising and falling.  
Rising with inhalation and falling with exhalation. Don't change your breathing,  
just follow your hands. Rising and falling. Rising and falling. Rising and falling.  
Stay with your breathing for a few minutes. When you get distracted, let those thoughts  
pass, then come back to your hands rising and falling. Rising and falling. Rising and falling.

Remember, you can use this exercise whenever needed.

# INSPECT YOUR PAYCHECKS FOR ERRORS

## End of Year Problems

by Jo Ann Pirro, RN – Treasurer

I know I've said it before, but it's worth repeating especially as we end one year and start another; *please inspect your paychecks*. The end of the year paycheck and the first paycheck of a new year are important ones for you to watch. Union employee benefits differ from non-union employee benefits and sometimes those lines get crossed at the corporate level.

HHNA members can accumulate a maximum of 450 hours of benefit time by October 31<sup>st</sup> of each year. Northwell's non-union employees PTO time accumulation number is 350 hours and their cutoff date is December 31<sup>st</sup>. There was a mix-up last year and some HHNA members' benefit time was deleted at the end of the year.

Also, Northwell non-union employees have holiday time that must be used in a certain time frame, therefore, Northwell will delete non-union members' holiday time if it hasn't been used by the end of the year. We are the only union in the system that does not have a time frame for using holidays and this difference sets us up for mistakes to happen.

These are just two reasons why everyone should be diligent in watching their paychecks. If you think there is an issue, let us know immediately, either by phone (631-757-5206) or email (hhnanurses.org).

I hope everyone had a happy and healthy holiday!

## Unused Sick Time Compensation

by Jane Hubert, RN - Second VP

Members are entitled to receive pay for unused sick time. Employees who have earned and accrued at least 180 sick hours by December 31<sup>st</sup> of any given year will have the option of being paid for up to the first 60 hours of unused sick time earned during the following year.

If you use sick time in the year following the year in which you accrued the 180 hours, the

amount of sick time used is deducted from the 60 hours allotted for that year and you will receive payment for the adjusted amount.

It's important to keep track of your sick time and make sure it is documented correctly on your paycheck.

This information can be found in our Contract on p.33 under the heading Sick Leave.

### Dates to Remember:

**1/5 Council on Nursing Practice – noon\***

**1/10 Quarterly meetings\***

**2/2 Council on Nursing Practice – noon\***

**3/1, 3/2, 3/3 Magnet site visits**

**3/2 Council on Nursing Practice – noon\***

**3/7 Unit Representative dinner**

**4/11 Quarterly meetings\***

**\*Breakfast, lunch or dinner will be available; the location of the meetings will be announced.**

# HHNA GRIEVANCE UPDATE

As you are likely aware, when a dispute between HHNA and Huntington Hospital (HH) that falls under the Collective Bargaining Agreement (CBA) arises, such is often resolved through the CBA's grievance procedure. Grievances can be granted by HH, settled by the parties, withdrawn, or pursued under the grievance procedure up to and including arbitration. This article is an overview of some of the grievances HHNA has filed over the past few years. Please note that this is not an exhaustive list of all grievances filed during the relevant time period, as those that are confidential, were withdrawn, and/or are without implications moving forward have been omitted.

## 1. Grievance No. 14-04

- HHNA filed a grievance alleging that HH violated Article 3 Section E and Article 10 Section N of the CBA when HHNA members were not compensated correctly for time at Mandatory Professional Development Day.
- Subsequent to the filing of this grievance, HH provided a response letter indicating that the compensation errors were rectified after affected members filed payroll correction forms.

## 2. Grievance No. 14-07

- HHNA filed a grievance alleging that HH violated Article 10 Sections F and N of the CBA when the Nurse Manager of PACU arbitrarily mandated a staff RN to cover an "on-call" shift when another RN had called in sick and notified the Nurse Manager she would not be able to cover the "on-call" shift.
- At arbitration, a consent award was issued.
- The award included the following:
  1. The Employer shall continue to follow the contract on scheduling all on-call assignments including on-call sick calls in the PACU.
  2. In seeking volunteers, the Employer will use a means of contact designed to reach all PACU nurses, which may include text messages and/or telephone calls, as appropriate.
  3. PACU nurses must provide their current contact information, including text information and the phone number at which they wish to be contacted.
  4. The method for seeking volunteers provided for in paragraphs 2 and 3 (above) shall be deemed sufficient notice.
  5. In the event the Employer is unable to obtain volunteer(s), the Employer shall seek mandatory on-call assignments in accordance with Article 10(F)(b) of the CBA.
  6. Any on-call coverage provided by the Assistant Nurse Manager shall not be precedential in the PACU.

## 3. Grievance No. 14-09

- HHNA filed a grievance alleging that HH violated Article 7 Section D of the CBA when it refused a HHNA member sick time without the member going to the Emergency Room (ER) for diagnosis.
- Prior to arbitration, the parties settled the grievance.
- HH paid the grievant \$30.00 as reimbursement for the ER co-pay. The parties agreed to work together to educate nursing management and employees that ER evaluations are not mandated.

## 4. Grievance No. 14-11

- HHNA filed a grievance alleging that HH violated Article 7 Section A2 of the CBA when it refused a member additional pay for working on the 4<sup>th</sup> of July after the member properly applied for the pay and filed a payroll error slip to no avail.
- Upon submission of the grievance, HH recognized the error and compensated the member accordingly.

5. Grievance No. 16-02

- HHNA filed a grievance alleging that HH violated Article 6 Section A and Article 10 Section I of the CBA when it presented a member an incorrect salary offer.
- The grievance was settled and HH corrected the member’s salary to conform with the terms of the CBA.
- HH also created a “Talent Acquisition Huntington Hospital Hiring Guide,” which is meant to avoid this, or similar issues, recurring in the future by ensuring all hires are provided the correct salary under the CBA.

6. Grievance No. 16-07

- HHNA filed a grievance alleging that HH violated Article 4 Section H of the CBA when it denied a HHNA member a position in Interventional Radiology.
- The grievance was filed in July 2016 and was moving forward towards arbitration before being settled.
- On or about September 20, 2016 the member was offered the position that was initially denied and the member was scheduled to take the position effective November 2016.

These are some of the grievances that have been resolved over the past year or so and have implications for you as HHNA members moving forward. As noted above, many HHNA grievances had to be omitted for reasons including confidentiality, not having relevance moving forward, and for various other reasons.

It is important that you understand your rights under the contract and pursuant to any of the resolutions reached above. If you have questions regarding these issues or any other issues under the CBA, please contact your HHNA representation to ensure that you know your rights under the CBA, that these rights are protected, and that any issues are addressed promptly.

**Davis & Ferber, LLP**  
**(631) 543-2900**  
**By: Alex J. Kaminski, Esq.**

**MEDICAL DICTIONARY FOR HEALTH CARE**

CAUTERIZE.....made contact with her

FIBULA.....a small lie

PELVIS.....a cousin to Elvis

SEIZURE.....a Roman emperor

TIBIA..... a country in North Africa

VEIN.....conceited

X-RAYED.....for adult audiences only

**You know you’re a nurse if . . . . .**

- you no longer have a gag reflex.**
- when asked, ‘ What color is the patient’s diarrhea,’ you show them your shoes.**
- you replace words with medical abbreviations with family and friends.**
- you want to throttle anyone who says, “The night shift must be so boring. All the patients do is sleep.”**
- your sense of humor gets more warped each year.**

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## GIVE YOURSELF A RAISE!

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by Joan Aliperti, RN - Secretary

Did you know that by becoming certified in your specialty you will be paid \$0.615 more per hour and if you have two certifications that will double? That's like giving yourself a raise. This hourly increase adds up to \$1,200.00 more per year for a full-time member. Part-time members are entitled to a proportionate benefit. Most certifications are good for 5 years. That means you will earn \$6,000 during a 5 year period. As stated in our union contract, the hospital will pay a member for up to 2 certifications. If you add a second certification, well, you do the math! Management wants you to be certified to improve the hospital's chance of maintaining Magnet status. We think you should be certified to improve your knowledge base and your financial picture.

You do need to take a test for each certification for which you will initially pay, but the cost is reimbursed once you show proof that you passed the test. To remain certified you need to do 150 CEU's in that 5 year period. That is only 30 a year and there are many websites that offer free CEU's! If you have two certifications, you can use some CEU's you submit for the first to renew the second.

In order to sit for the test there are some eligibility requirements, such as practicing in the nursing profession for 2 years, current license, etc. It can also take up to 3 months to actually sit for the test once you apply to take it; this could be the perfect time to study! So get certified and get a pay increase at the same time. The web site for ANCC certification is [www.nursecredentialing.org](http://www.nursecredentialing.org).

The history of America has been largely created by the deeds of its working people and their organizations – there is scarcely an issue that is not influenced by labor's organized efforts or lack of them.

~ William Cahn, Labor historian

## ATTENDANCE GUIDELINES

by Lisa Quintero, RN – First VP

A few months ago the hospital distributed a memo to its nursing management staff titled Attendance Guidelines. Be aware that these guidelines set up by administration are not something that has been negotiated between the Union and the hospital, nor has the Union agreed to these guidelines. However, they do exist and we want everyone to be aware of them.

The definition of "absence" as stated in this memo is, "Absence is defined as one occasion rather than one day absent. An

occasion can be one day absent or consecutive scheduled days absent." Don't be confused by this language. If you are out sick for three consecutive days, administration will consider this one occasion, however, you will have used three sick days.

Some Nurse Managers consider this memo law, as opposed to guidelines as titled, in their application of it. If anyone thinks they have been unfairly placed in discipline regarding the use of sick time, you need to contact the Union with the details.

**Editorial** by Marion Catanzaro, RN

In the October 2016 newsletter I wrote about nurses who were on strike in Minneapolis, MN and Boston nurses who barely averted a strike when their contract was settled in the eleventh hour. The Minneapolis nurses ratified a contract on October 13, 2016 after a thirty-seven day strike. On November 10, 2016 nurses at St. Catherine of Siena Medical Center and St. Charles ratified new contracts. The major contractual issues for all of these nurses were health insurance, security improvements, nurse/patient ratios and, of course, wages. They succeeded in all areas to varying degrees.

Nurses at all of these institutions credit the use of media and bringing their arguments to the community with the use of lawn signs, flyers, phone calls and shopping center rallies as critical to their success. Hospitals focus on patient satisfaction surveys, securing Magnet designation and receiving a good position on any list that grades hospitals. When community members are hospitalized and know what to look for and what questions to ask their satisfaction surveys reflect their hospital experience more accurately and their verbal communication with family and friends is more specific.

Gone are the days when nurses were fearful of community involvement!



## **HHNA Quarterly Meetings January 10, 2017**

7:30am - Gillies Room 3

12:00 and 1:00pm - Sammis Board Room

7:30pm - Gillies Rooms 1 and 2

**Breakfast, Lunch and Dinner will be available  
Bring your questions and concerns**

Please remember that in order to be a member in good standing, FT and PT employees need to attend 2 meetings annually, PD employees 1 meeting annually

**Visit the HHNA website at [HHNANurses.org](http://HHNANurses.org)**