

Article 26.07 - Paid End of Shift Work

Contract Language

Where an employee is required to perform work which extends beyond the end of their regularly scheduled shift by less than fifteen (15) minutes, they will be paid at their straight-time rate of pay for all time worked.

Where the time worked is fifteen (15) minutes or greater, the employee will be paid at the applicable overtime rate in accordance with Article 27 – Overtime.

Joint Interpretation

The goal of this article is not to increase work obligations, rather it is to ensure that workload is properly addressed and nurses do not have to consistently stay past the end of their shift. It is also not intended to create additional administrative burden for supervisors or the system.

This language addresses the situation where, in the employee's professional judgment, work must be completed by the employee prior to the end of their shift (i.e., cannot be left for the oncoming staff to complete/perform). Some examples include completing a dressing change, completing a client visit, or completing charting that could not be finished by end of shift, and the work can be completed in less than fifteen (15) minutes.

Given the nature of these situations it is not practical for a nurse to seek pre-approval and, therefore, pre-approval by the employer is not required. When claiming for this pay, the nurse may be required to provide a rationale for the additional time.

Work for fifteen (15) minutes or longer is considered overtime and must be authorized by the Employer as per Article 27 - Overtime.

Nurses are expected to work collaboratively, with each other and with Management, to ensure that work load is properly managed and that nurses are not staying beyond the end of their shift.

If a unit/program/department or nurse is experiencing consistent or significant requests for pay under this article, the manager and nurse or group of nurses should meet to discuss the reasons for the ongoing issues and identify strategies to ensure that the nurse(s) do not have to stay past the end of their shift. This review may include a discussion about the need to change the handover process, a schedule change to accommodate paid handover, or other strategies and approaches to manage workload.

Example 1:

There is an unfilled shift on nights and a replacement is not available until 2100. The manager asks the day shift nurse (0700-1900) to stay the two (2) hours extra and work until 2100. The nurse is paid two (2) hours at the applicable overtime rate from 1900-2100.

Example 2:

An emergent patient incident late in the shift prevents the nurse from completing their charting by shift end. They stay an additional ten (10) minutes to ensure patient documentation is completed. The nurse may claim (10) minutes at straight time rate of pay.

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JOINT CONTRACT INTERPRETATION

2019 - 2022 Nurses' Bargaining Association
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Example 3:

A nurse working 0700-1900 becomes aware late in the shift that they will not be able to complete their charting on time and knows they will need about an hour to do so. They receive approval from their manager in advance and work until 2000. They are paid at the applicable overtime rate for one (1) hour.