

# MEMORANDUM OF AGREEMENT

Between

**THE UNIVERSITY OF VERMONT MEDICAL CENTER (UVMCC)**

**AND**

**VERMONT FEDERATION OF NURSES AND HEALTH PROFESSIONALS (VFNHP)  
LOCAL 5221, UPV/AFT, AFL-CIO**

## **Medical Group RN Nursing Structure (MGRNS)**

**Updated and Amended - January 2016**

This Memorandum of Agreement (MOA) is made between UVMCC and VFNHP. Its terms are effective upon the date of execution by all parties and replaces the original MOA from March 2009. This MOA pertains to nurses who are employed in Medical Group departments only.

### **A. The Medical Group Nursing Structure (MGRNS) consists of four levels: Ambulatory RN I, Ambulatory RN II, Ambulatory RN III and Nurse Clinician.**

**1. Level I – Ambulatory RN I, Pay Grade U1:** Mandatory level for new RN graduates. Temporary position until orientation/training/competency is complete. Maximum duration for allowing an RN to meet all of the requirements of Level II is twelve months.

**2. Level II – Ambulatory RN II, Pay Grade U2:** Required experience of one year in relevant clinical area and/or work independently by demonstrating clinical competency in all areas of Level I

**3. Level III – Ambulatory RN III, Pay Grade U4:** Required experience of two years, relevant RN experience. Formal certification and presentation required to be promoted to and remain a Level III Ambulatory RN.

**4. Level IV - Nurse Clinician, Pay Grade U8:** Required experience of four years, relevant RN experience. Formal certification and presentation required to be promoted to and remain a Level IV Nurse Clinician. This position functions as an identified lead/clinical expert for the listed areas.

### **B. Certification and Presentation Requirements for Ambulatory RNIII and Nurse Clinician.**

1. Certification must be relevant to the appropriate specialty.

2. Certification must be an American Board of Nursing Specialties or American Nurses Credentialing Center accredited certification, or on the approved list of certifications. If a nurse wishes to add a certification to the approved list, a Certification Committee comprised of three Bargaining Unit Members (one Ambulatory RN III, one Nurse Clinician, one Nurse Educator) and three ambulatory clinical leaders shall review the request and make a decision within thirty days of the request. This Committee shall meet

at least annually to consider additional certifications. The decision to add or not add a certification to the approved list will be determined by a majority vote of Committee members.

If the Committee identifies a new certification which meets the definition of relevant certification for a position Ambulatory RN IIIs and Nurse Clinicians who have been completing 24 CEUs/Contact Hours per year (in lieu of a relevant certification), will be given notice that they have 18 months to complete the certification. The inability to complete the certification within 18 months will result in a status change to an Ambulatory RN II until which point in time the requirements are met.

Individuals pursuing certification will be provided 4 paid hours a pay period, for no more than 12 weeks, for study time.

3. In the event that a relevant certification is not available for a specialty as determined by the Certification Committee, the completion of 24 CEUs/Contact Hours per year will serve as a substitute.
4. One formal presentation to a peer group will be completed per year.
5. Prior to presentation, formal presentations must be reviewed and approved by the Presentation Committee for appropriateness, content and audience. Such review will occur within 30 days of submission.

**C. Movement into Ambulatory RN III position.** Upon meeting the requirements of the Ambulatory RN III position, the employee will be status changed effective the following pay period.

**D. Movement into the Nurse Clinician position.**

1. Each identified area will have one Nurse Clinician. Qualified Ambulatory RN IIIs can apply for promotion to a vacant Nurse Clinician position.
2. Positions will be filled as per Article 12 "Vacancy/Job Posting."
3. To be eligible for a Nurse Clinician position, a bargaining unit employee must hold a permanent position of 64 hours per pay period or greater.
4. In the event there are no qualified applicants, the position will remain vacant until a qualified applicant is identified within the area.

**E. Maintaining Ambulatory RN III and Nurse Clinician Positions**

1. At a minimum of an annual basis, the practice/nursing supervisor will review the documentation submitted by the employee. If all requirements are not met, the employee will be status changed to an Ambulatory RN II until appropriate requirements are met.

2. At any point throughout the year, the employee should meet the requirements of the position, but the annual performance review will serve as the formal point in time for review.

**F. Specific Requirements of Nurse Clinician position:**

1. Develops and maintains clinical orientation plan for division/site.
2. Develops and maintains site/division specific competencies.
3. Participates in the auditing of site based lab logs, ensuring completion. Participates in the development of an improvement plan if deficiencies are identified.
4. Participates in the auditing of site based checklists (AED, Pharmacy, O2 tank), ensuring completion. Participates in the development of an improvement plan if deficiencies are identified.
5. Participates in completing monthly Joint Commission audits as needed. Participates in the development of an improvement plan if deficiencies are identified.
6. Participates in annual mock Joint Commission survey.
7. Attends monthly Medical Group Nursing Practice Council, 80% participation required.
8. Provides annual in-service to site/division as needed regarding appropriate clinical updates.
9. Develops and maintains site/division triage protocols.
10. Develops and maintains site/division screening protocols.
11. Annual attendance of nurse leadership education series provided by Medical Group Nurse Educator group.

Nurse Clinicians will be allotted appropriate non-clinical time to accomplish the specific requirements in this section.

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UVM MC

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Date

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VFNHP

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Date

## G. List of Nurse Clinician Positions

<b>Division/Site</b>	
Adult Primary Care Burlington	
Adult Primary Care Essex	
Adult Primary Care South Burlington	
Adult Primary Care Willison	
Berlin Surgery/ENT	
Breast Care Center/Surg Onc	
Cardiac & Thoracic Surgery	
Cardiology (inc Cardiac Rehab) Adult	
Continence Center	
Dermatology	
Endocrine Adult	
ENT Adult	
Family Medicine Berlin	
Family Medicine Colchester	
Family Medicine Hinesburg	
Family Medicine Milton	
Family Medicine South Burlington	
General Surgery ACC Adult	
GI Adult	
Hematology/Oncology Adult (Primary Nursing)	
Hematology/Oncology Adult (Infusion)	
Hemophilia Treatment Center	
Infectious Disease Adult	
Interventional Radiology	
Neonatology	
Nephrology Adult	
Neurology/CNL (inc ACC) Adult	
Neurosurgery Adult	
Orthopedics	
Pain Management	
Pedi Cardiology	
Pedi Gastroenterology	
Pedi Hem/Onc	
Pedi Nephrology	
Pedi Pulmonology	
Pedi Specialty Center Infusion	

Pedi Urology (inc Pedi NeuroSurg and General Surg)	
Pediatric Endocrine	
Pediatrics - Primary Care (Burlington/Williston)	
Plastic Surgery	
Pulmonology Adult	
Radiation Oncology	
Rheumatology	
Stem Cell Program	
Trauma Surgery	
Urgent Care	
Urology (inc ACC) Adult	
Vascular Surgery	
Women's Generalist/Oncology	
Women's MFM	
Women's REI/IVF	