

**KALEIDA HEALTH
1199/SEIU UNITED HEALTHCARE WORKERS EAST
COMMUNICATION WORKERS OF AMERICA**

2022 CONTRACT NEGOTIATIONS

Employer Economic Proposal
Date Presented: October 3, 2022

**Appendix A
Clerical Employees Salaries**

Section 1.

- a.) This schedule will be effective June 1, 2022 for all employees and will represent a four percent (4%) increase to the base rate. Employees hired on or after July 31, 2011 will be placed in the appropriate wage step based on their date of hire and anniversary date as of June 1, 2022.

Grade	Start Rate	1st Anniv	2nd Anniv	3rd Anniv	4th Anniv	8th Anniv	12th Anniv	16th Anniv	20th Anniv
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
C1	\$ 15.60	\$15.88	\$ 16.67	\$ 17.50	\$ 20.03	\$ 20.63	\$ 21.25	\$ 21.90	\$ 22.54
C2	\$ 15.79	\$16.60	\$ 17.42	\$ 18.29	\$ 20.92	\$ 21.56	\$ 22.19	\$ 22.88	\$ 23.55
C3	\$ 16.12	\$16.93	\$ 17.79	\$ 18.66	\$ 21.34	\$ 22.01	\$ 22.65	\$ 23.35	\$ 24.04
C4	\$ 16.83	\$17.68	\$ 18.56	\$ 19.49	\$ 22.26	\$ 22.91	\$ 23.63	\$ 24.33	\$ 25.06
C5	\$ 17.22	\$18.10	\$ 19.00	\$ 19.94	\$ 22.79	\$ 23.47	\$ 24.19	\$ 24.93	\$ 25.66
C6	\$ 18.65	\$19.58	\$ 20.56	\$ 21.60	\$ 24.71	\$ 25.47	\$ 26.22	\$ 26.99	\$ 27.81
C7	\$ 19.24	\$20.21	\$ 21.23	\$ 22.30	\$ 25.48	\$ 26.23	\$ 27.02	\$ 27.83	\$ 28.67
C8	\$ 19.67	\$20.66	\$ 21.68	\$ 22.77	\$ 26.05	\$ 26.84	\$ 27.64	\$ 28.46	\$ 29.31
C9	\$ 20.08	\$21.10	\$ 22.15	\$ 23.26	\$ 26.60	\$ 27.40	\$ 28.20	\$ 29.06	\$ 29.94
C10	\$ 21.14	\$22.20	\$ 23.34	\$ 24.50	\$ 28.01	\$ 28.84	\$ 29.70	\$ 30.59	\$ 31.52
C11	\$ 22.03	\$23.12	\$ 24.27	\$ 25.49	\$ 29.14	\$ 30.01	\$ 30.92	\$ 31.86	\$ 32.82
C12	\$ 23.60	\$24.78	\$ 26.02	\$ 27.31	\$ 31.24	\$ 32.18	\$ 33.17	\$ 34.12	\$ 35.16
C12A	\$ 24.79	\$25.99	\$ 27.22	\$ 28.51	\$ 32.45	\$ 33.38	\$ 34.35	\$ 35.33	\$ 36.35
C13	\$ 24.74	\$26.00	\$ 27.29	\$ 28.67	\$ 32.79	\$ 33.78	\$ 34.78	\$ 35.82	\$ 36.89
C13A	\$ 25.94	\$27.20	\$ 28.49	\$ 29.87	\$ 33.98	\$ 34.98	\$ 35.96	\$ 37.01	\$ 38.10

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b.) This schedule will be effective June 1, 2023 for all employees and will represent a four percent (4%) increase to the base rate.

Grade	Start Rate	1st Anniv	2nd Anniv	3rd Anniv	4th Anniv	8th Anniv	12th Anniv	16th Anniv	20th Anniv
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
C1	\$ 16.22	\$16.52	\$ 17.34	\$ 18.20	\$ 20.83	\$ 21.46	\$ 22.10	\$ 22.78	\$ 23.44
C2	\$ 16.42	\$17.26	\$ 18.12	\$ 19.03	\$ 21.76	\$ 22.42	\$ 23.08	\$ 23.80	\$ 24.49
C3	\$ 16.76	\$17.61	\$ 18.51	\$ 19.40	\$ 22.19	\$ 22.89	\$ 23.56	\$ 24.28	\$ 25.01
C4	\$ 17.50	\$18.39	\$ 19.31	\$ 20.27	\$ 23.15	\$ 23.83	\$ 24.57	\$ 25.30	\$ 26.07
C5	\$ 17.91	\$18.82	\$ 19.76	\$ 20.73	\$ 23.70	\$ 24.41	\$ 25.16	\$ 25.93	\$ 26.68
C6	\$ 19.39	\$20.37	\$ 21.38	\$ 22.46	\$ 25.70	\$ 26.49	\$ 27.27	\$ 28.07	\$ 28.92
C7	\$ 20.01	\$21.02	\$ 22.08	\$ 23.19	\$ 26.50	\$ 27.28	\$ 28.10	\$ 28.94	\$ 29.82
C8	\$ 20.45	\$21.49	\$ 22.55	\$ 23.68	\$ 27.09	\$ 27.92	\$ 28.75	\$ 29.60	\$ 30.48
C9	\$ 20.89	\$21.95	\$ 23.04	\$ 24.20	\$ 27.67	\$ 28.50	\$ 29.33	\$ 30.22	\$ 31.14
C10	\$ 21.99	\$23.09	\$ 24.27	\$ 25.48	\$ 29.13	\$ 29.99	\$ 30.89	\$ 31.81	\$ 32.78
C11	\$ 22.91	\$24.04	\$ 25.24	\$ 26.51	\$ 30.31	\$ 31.21	\$ 32.16	\$ 33.13	\$ 34.14
C12	\$ 24.54	\$25.77	\$ 27.06	\$ 28.40	\$ 32.49	\$ 33.46	\$ 34.49	\$ 35.49	\$ 36.57
C12A	\$ 25.79	\$27.03	\$ 28.31	\$ 29.65	\$ 33.75	\$ 34.72	\$ 35.73	\$ 36.74	\$ 37.80
C13	\$ 25.73	\$27.04	\$ 28.38	\$ 29.82	\$ 34.10	\$ 35.13	\$ 36.17	\$ 37.25	\$ 38.36
C13A	\$ 26.98	\$28.28	\$ 29.63	\$ 31.06	\$ 35.34	\$ 36.37	\$ 37.40	\$ 38.49	\$ 39.62

c.) This schedule will be effective June 1, 2024 for all employees and will represent a four percent (4%) increase to the base rate.

Grade	Start Rate	1st Anniv	2nd Anniv	3rd Anniv	4th Anniv	8th Anniv	12th Anniv	16th Anniv	20th Anniv
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
C1	\$ 16.87	\$17.18	\$ 18.03	\$ 18.93	\$ 21.66	\$ 22.32	\$ 22.98	\$ 23.69	\$ 24.38
C2	\$ 17.08	\$17.95	\$ 18.84	\$ 19.79	\$ 22.63	\$ 23.32	\$ 24.00	\$ 24.75	\$ 25.47
C3	\$ 17.44	\$18.31	\$ 19.25	\$ 20.18	\$ 23.08	\$ 23.80	\$ 24.50	\$ 25.25	\$ 26.01
C4	\$ 18.20	\$19.12	\$ 20.08	\$ 21.08	\$ 24.07	\$ 24.78	\$ 25.56	\$ 26.31	\$ 27.11
C5	\$ 18.63	\$19.57	\$ 20.55	\$ 21.56	\$ 24.65	\$ 25.39	\$ 26.16	\$ 26.96	\$ 27.75
C6	\$ 20.17	\$21.18	\$ 22.24	\$ 23.36	\$ 26.73	\$ 27.55	\$ 28.36	\$ 29.19	\$ 30.08
C7	\$ 20.81	\$21.86	\$ 22.96	\$ 24.12	\$ 27.56	\$ 28.37	\$ 29.22	\$ 30.10	\$ 31.01
C8	\$ 21.27	\$22.35	\$ 23.45	\$ 24.62	\$ 28.18	\$ 29.03	\$ 29.90	\$ 30.79	\$ 31.70
C9	\$ 21.72	\$22.82	\$ 23.96	\$ 25.16	\$ 28.77	\$ 29.64	\$ 30.51	\$ 31.43	\$ 32.38
C10	\$ 22.87	\$24.02	\$ 25.24	\$ 26.50	\$ 30.29	\$ 31.19	\$ 32.13	\$ 33.08	\$ 34.09
C11	\$ 23.82	\$25.01	\$ 26.25	\$ 27.57	\$ 31.52	\$ 32.46	\$ 33.44	\$ 34.45	\$ 35.50
C12	\$ 25.52	\$26.81	\$ 28.14	\$ 29.54	\$ 33.79	\$ 34.80	\$ 35.87	\$ 36.91	\$ 38.03
C12A	\$ 26.82	\$28.11	\$ 29.44	\$ 30.83	\$ 35.10	\$ 36.11	\$ 37.15	\$ 38.21	\$ 39.31
C13	\$ 26.76	\$28.12	\$ 29.52	\$ 31.01	\$ 35.47	\$ 36.54	\$ 37.62	\$ 38.74	\$ 39.90
C13A	\$ 28.05	\$29.42	\$ 30.81	\$ 32.31	\$ 36.75	\$ 37.83	\$ 38.90	\$ 40.03	\$ 41.20

Section 3 2. Lead pay will be paid to an employee when the normal manager or supervisor is absent or the employee has been assigned lead responsibilities and lead responsibilities are not part of the employee's existing job description. Lead pay differential shall be one dollar and fifty cents (\$1.50) per hour for all hours worked in that assignment.

Section 4 3. Shift Differential shall be:

- a.) \$ 1.40 per hour for the evening shift; and
- b.) \$ 1.70 per hour for the night shift.

Section 5 4. In addition to the base pay, trainer payment of two dollars (\$2.00) per hour shall be paid for all time that an employee is assigned training duties.

Section 6 5. Effective the first pay period following ratification of this agreement, float Pool employees will be paid a differential of ~~two dollars (\$2.00)~~ **three dollars (\$3.00)** per hour for all hours paid as a float pool employee.

Section 7 6. The right to begin new employees in the above Step 1 through Step ~~5~~ **6** based on the Employer's assessment of that employee's prior related experience is reserved to the Employer. **Employees who are rehired to work at Kaleida Health within three (3) years of their date of separation, will be placed in the wage step they were in at the time of separation, provided they return to the same job title.**

Section 8 7. Increases to Step 2 through Step 5 shall occur on the first day of the payroll period following the appropriate anniversary date of the employee's assignment to that Step.

Section 9 8. Increases to Step 6 through Step 9 shall occur on the first day of the payroll period following the employee's eighth (8th), twelfth (12th), sixteenth (16th) and twentieth (20th) anniversary date, respective of continuous service for the Employer.

Section 10 9. When an employee is demoted he/she shall change wage levels, but remain in the Step to which he/she was assigned at the time of such transfer. Such employees will continue to move up in Steps as provided for above.

Section 11 10. When an employee is promoted, he/she shall be placed in the appropriate step which will not be less than five percent (5%) or more than a ten percent (10%) increase and will be not less than Step 1 for the new job. If there is more than one step in the five percent (5%) to ten percent (10%) range, the employee will be placed at the highest step. Such employees will continue to move up in Steps as provided in Sections 8. And 9. above. Except that employees who are in Step 6 through 9 shall only move back one Step upon receiving a promotion provided that move results in a ten percent (10%) or greater increase. After such promotion, these employees will be advanced as follows: ~~This section will not apply to same job title transfers from Appendix G.~~

- a.) The employee with twenty (20) years of service will advance to Step 9 one (1) year from the date of promotion.

- b.) The employee with sixteen (16) years of service will advance to Step 8 one (1) year from the date of promotion.
- c.) The employee with twelve (12) years of service will advance to Step 7 one (1) year from the date of promotion.
- d.) The employee with at least eight (8) years of service but less than twelve (12) years will advance to Step 6 one (1) year from the date of promotion and to Step 7 upon reaching twelve (12) years of continuous service.

If an employee attains the years of service to advance to the next longevity Step during the "one (1) year" referred to above, the employee will remain at his/her current Step for the remainder of the year. Once the year has been completed, the employee will move to the Step on the wage scale that corresponds with his/her years of service.

Section ~~12~~ 11. If an employee is floated to an area, and works in a job title that is at a higher grade than the position they are floating from, they will be paid at the higher grade, at his/her current step on the wage scale for all hours worked in that capacity.

Section ~~13~~ 12. Paycheck errors of three (3) hours of pay or more will be corrected with a supplemental check upon request within two (2) business days.

Section ~~14~~ 13. The job titles listed below are intended to classify and identify employees who work a majority of time on the titled job. The Employer may during the term of this Agreement create new jobs or combine or eliminate existing jobs. When new or combined jobs are created, the Employer will, after discussion with the Union, assign that job to one of the wage levels listed in Section 1 and Section 2. If the Union disagrees with the wage level set by the Employer, it may file a grievance at Step 2 of the grievance procedure provided it does so within twenty (20) calendar days from the date on which the new rate is set and announced. If the grievance proceeds to arbitration, the arbitration shall be limited to the placement of such new or combined jobs in one of the wage levels listed in Section 1 and Section 2. Employees assigned to the new job will be paid at the rate set by the Employer and if the rate is changed as a result of the grievance such changed rate shall be retroactive to date the employee began to receive the rate set by the Employer. All new or combined jobs shall be posted in accordance with the Job Bidding and Transfers Article of this Agreement.

Job Titles:

Grade C2

File Clerk

Dietary Clerk

Guest Relations Specialist (~~effective 07/25/2019~~)

Service Response Center Representative

Grade C3

Health Information Clerk I
Laboratory Receptionist
Library Assistant
Trauma Registrar

Grade C4

Clerk Typist (non-registration)
Document Imaging Record Processor
Greeter
Health Information Clerk II
Office Support Clerk
Record Archive Clerk
Tumor Registry Clerk
Warehouse Archive Clerk

Grade C5

Community Health Navigator
Emergency Department Acquisition Clerk
Medical Secretary (Upgrade File Clerks in Imaging Service & Cardiac Admin MFS effective 07/25/2019)
Patient Receptionist/Registration
Registration Coordinator
Secretary
Staffing Secretary
Translator/Receptionist
Unit Secretary
Unit Secretary SNF

Grade C6

Billing Collection Analyst II
Cardiac Billing Statistical Analyst
Corporate Bed Desk Coordinator
Home Patient Representative
Imaging Service Biller
Medical Transcriptionist
Outpatient Diagnostic Coder
Patient Access Service Representative
Patient Financial Clearance Representative
Patient Financial Counseling Representative
Patient Financial Services Representative
Patient Reception-Registration – Patient Access
Patient Registration Representative
Patient/Client Representative
Performance Management Associate
PFS Rep – Accounts Receivable Billing and Collection
PFS Rep – Call Center

PFS Rep – Cash Posting
PFS Rep – Cashier
PFS Rep – Quality Enhancement
Scheduling Secretary Operating Room
Support Staff
Transcriptionist/Editor
Translator/Registration

Grade C7

Cardiac Services Chart Analyst Abstractor
Neuro Abstractor Analyst
Physician Ancillary Service Coder
Registry Data Abstractor Analyst

Grade C8

Grade C9

Lead Abstraction Specialist
Outpatient Coding Specialist

Grade C10

Grade C11

Grade C12

Tumor Registrar

Grade C12A

Coding Specialist

Grade C13

Certified Tumor Registrar

Grade 13A

Lead Coding Specialist