

# CONNECTICUT VALLEY HOSPITAL OPERATIONAL PROCEDURE MANUAL

<b>SECTION II:</b>	ORGANIZATION FOCUSED FUNCTIONS
<b>CHAPTER 8:</b>	Management of Human Resources
<b>PROCEDURE 8.8:</b>	<b>Employee Organizations</b>
<b>REVISED:</b>	11/97; 12/08/08, 04/13; 3/24/16; Reviewed 06/06/18
<b>Governing Body Approval:</b>	02/26/09; 04/25/13; 4/14/16; 07/02/18( <i>electronic vote</i> )

**SCOPE:** All CVH Staff

**PROCEDURE:**

This section delineates the procedure for Connecticut Valley Hospital (CVH) relations with the various employee organizations recognized under the Collective Bargaining Act of 1976.

1. The conduct of labor relations will be in such a manner as to promote ongoing discussion and resolutions of labor problems. It is the intent of the Hospital to administer all contracts in a uniform and equitable manner and to bargain in good faith with all employee representatives.
2. There are currently eight different bargaining units represented at CVH. They include: Professional Health Care; Paraprofessional Health Care; Administrative and Residual; Maintenance; Clerical; Engineering; Education and Social Services.
3. Employees are not required to join the organization which represents their bargaining unit, but, under the terms of the contracts, must pay a service fee generally equivalent to dues if they do not choose to be participating members. The Hospital will neither encourage nor discourage membership. This decision is solely the responsibility of the individual employee. Some bargaining units require the payment of an initiation fee in addition to dues.
4. Application forms are available from the designated Union representatives. The representatives will forward the completed forms to the Centralized Payroll Unit, who will in turn make the necessary arrangements for payroll deductions.