

WHITING FORENSIC HOSPITAL OPERATIONAL PROCEDURE MANUAL

SECTION II:	ORGANIZATION FOCUSED FUNCTIONS
CHAPTER 8:	Management of Human Resources
PROCEDURE 8.8:	Employee Organizations
Governing Body Approval:	April 29, 2018
REVISED:	

SCOPE: All WFH Staff

PROCEDURE:

This section delineates the procedure for Whiting Forensic Hospital (WFH) 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. Bargaining units represented at WFH 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.