

## ARTICLE 2 BARGAINING UNIT CLASSIFICATIONS

### A. CLASSIFICATION DESCRIPTIONS

A brief description of the titles and classifications in this unit is set forth below. It is understood by the parties that these descriptions are intended to be general and that specific descriptions and requirements for positions in these titles and classes are contained in the University's classification specifications:

1. **Clinical Nurse I (9140)** – Under close supervision, incumbents apply the theoretical concepts of nursing to clinical practice by performing routine patient care assignments and established nursing procedures in controlled patient care situations. This entry level class requires possession of a valid California Registered Nurse license.
2. **Clinical Nurse II (9139)** – Under general supervision, incumbents perform established nursing procedures using clinical knowledge to care for patients. This operational level class requires possession of a valid California Registered Nurse license and at least six (6) months of clinical experience.
3. **Clinical Nurse III (9138)** – Under general supervision, incumbents are typically assigned complex cases which require the exercise of professional judgment to recognize non-routine patient care situations which have less predictable outcomes and develop and apply solutions. Incumbent may provide clinical supervision and evaluation for other health care personnel. This lead/senior level class requires possession of a valid California Registered Nurse license, graduation from an accredited nursing program and a Diploma or Associate degree with two (2) years of clinical experience; or a Baccalaureate degree in Nursing with one (1) year of clinical experience; or a Masters degree in Nursing with six (6) months of clinical experience; or an equivalent combination of education and relevant experience.
4. **Clinical Nurse IV (9137)** – Under general direction, incumbents assess health needs, plan and evaluate care for patients with complex health problems, and may recommend nursing standards. Incumbents utilize specialized knowledge and skills for patient care, supervision, evaluation, and teaching; and may act as resource persons within the organization and/or community. This specialist level class requires possession of a valid California Registered Nurse license, one (1) or more years of clinical experience with at least six (6) months in the area of specialization and a Masters degree or an equivalent combination of education and relevant experience.
5. **Nurse Coordinator (9141)** – Under general direction, incumbents provide expert nursing care for patients with a variety of complex treatment options. The Nursing Coordinator serves as a contact point for patients, referring physicians, staff and the coordination and facilitation of the care of the patient in specialty areas. The Nursing Coordinator provides leadership for collaborative patient care with emphasis on education and continuity of patient care for the entire period of care including inpatient, outpatient or both. Requirements for this position include possession of a valid California Registered Nurse license and graduation from an accredited nursing program and a Diploma or Associate degree in Nursing or a Baccalaureate degree in Nursing, and a minimum of three (3) years of clinical experience, or an equivalent combination of education and relevant experience. One year of clinical experience must be in the area of specialization.

6. **Nurse Practitioner I (9148)** – Under supervision, incumbents in accordance with standardized procedures, perform physical examinations and treat common episodic and chronic health care problems with an emphasis on health maintenance and disease prevention through education and counseling. This entry level class requires possession of a valid California Registered Nurse license and current certification as a Nurse Practitioner in accordance with applicable law. Other specific qualifications may also be required by individual user departments.
7. **Nurse Practitioner II (9147)** – Under direction, in accordance with standardized procedures, incumbents perform operational level duties with major emphasis on ongoing direct patient care delivery. Assignments at this level may include patients who present chronic and/or episodic health problems, responsibility for occasional community teaching programs, participation in program planning, and development of patient education information. This class requires possession of a valid California Registered Nurse license and current certification as a Nurse Practitioner in accordance with applicable law. A Masters degree or an equivalent combination of education and relevant experience, and/or other specific qualifications may also be required by individual user departments.
8. **Nurse Practitioner III (9146)** – Under general direction, in accordance with standardized procedures, incumbents can be assigned continuing responsibility for leading a group of Nurse Practitioners or are designated expert resource persons on the basis of their advanced academic specialization and/or clinical experience. This specialist or "expert" level class requires possession of a valid California Registered Nurse license and current certification as a Nurse Practitioner in accordance with applicable law. A Masters degree or an equivalent combination of education and relevant experience and/or other specific qualifications may also be required by individual user departments.
9. **Administrative Nurse I (9134)** – Under supervision, incumbents utilize theoretical management concepts and leadership skills in defined areas of assigned administrative responsibility. This entry level into the administrative series requires possession of a valid California Registered Nurse license and a Diploma or Associate degree with two (2) years clinical experience; or a Baccalaureate degree with one (1) year of clinical experience; or a Masters degree with six (6) months of clinical experience; or an equivalent combination of education and relevant experience.
10. **Nurse Anesthetist (9144)** – Under supervision, incumbents administer anesthetics to patients undergoing surgical and obstetrical procedures and perform other related duties as required. This operational level class requires possession of a valid California Registered Nurse license and current certification as a Nurse Anesthetist in accordance with applicable law.
11. **Senior Nurse Anesthetist (9143)** – Under general supervision, incumbents in addition to performing the range of duties outlined for Nurse Anesthetists, can be assigned lead responsibilities over Nurse Anesthetists or are specifically assigned the more difficult and demanding cases as recognized by the American Society of Anesthesiologists. This lead/senior level class requires possession of a valid California Registered Nurse license, current certification as a Nurse Anesthetist in accordance with applicable law; and two (2) years of experience or an equivalent combination of relevant experience and additional education.

12. **Transplant Coordinator I (9110)** – Under general supervision, the Transplant Coordinator acts in conjunction with the transplant medical team to ensure the consistent and thorough evaluation of the potential transplant candidate, and liaison functions with organ procurement agencies, and provision of interdisciplinary care. This lead classification requires possession of a current California Registered Nurse license, graduation from an accredited nursing program and a Diploma, Associate or B.S. degree with two (2) years of critical care experience or related experience; or an equivalent combination of education and relevant experience.
13. **Transplant Coordinator II (9111)** – Under general supervision, incumbents in addition to performing the range of duties outlined for Transplant Coordinator I, the Transplant Coordinator II position are required to perform data collection for clinical management and certification requirements, development of educational materials and programs for patients, nursing staff and physicians. Develop clinical protocols, and policy and procedures, and perform community education and public relations.  
  
Current California Registered Nurse license, graduation from an accredited nursing program with two (2) years of critical care experience or related experience; or an equivalent combination of education and relevant experience, and a Master's degree or an equivalent combination of education and relevant experience; appropriate specialty certification and 3 years of transplant coordinator experience; or 2 years of UCLA transplant coordinator experience.
14. **Nurse (742.1)** – The incumbent is responsible for the care and comfort of patients being treated in the Biology and Medicine Division at the Lawrence Berkeley Laboratory; assists the physician with examinations and with the administration of treatment and medication; prepares the patient for the physician's examination and may discuss treatment instructions with the patient. Graduation from an accredited school of nursing and current licensure as a Registered Nurse in the State of California is required.
15. **Occupational Health Nurse I (600.1)** – Under supervision, the incumbent performs nursing duties in the Medical Department at the Lawrence Berkeley Laboratory, renders skilled first-aid or treatment as necessary in cases of accident or illness; is required to act in emergencies exercising judgment both in selecting appropriate treatment for serious conditions and determining the urgency of further medical attention; assists in employee physical examinations, may be in charge of an activity within the Medical Services Department. Graduation from an accredited school of nursing and current licensure as a Registered Nurse in the State of California is required.
16. **Occupational Health Nurse II (600.2)** – Under general supervision, the incumbent schedules and directs the activities of assigned personnel at the Lawrence Berkeley Laboratory; insures proper management and disposition of Nurse medical problems, preparation of accurate descriptive records, availability of medical supplies and equipment, and implementation of administrative procedures required by medical services practices; assists in employee physical examinations; and performs the duties of an Occupational Health Nurse I; is normally in charge of a shift. Graduation from an accredited school of nursing and current licensure as a Registered Nurse in the State of California is required.
17. **Home Health Nurse I (9118)** – Under general supervision, incumbents provide direct in-home nursing care in accordance with established nursing procedures. Incumbents make independent nursing practice decisions based on changes in patient condition and

identification of new patient problems and needs. This operational level in the home health series requires the possession of a valid California Registered Nurse license.

18. **Home Health Nurse II (9117)** – Under direction, in accordance with standardized procedures, incumbents coordinate and manage the care of a group of home health patients from admission to discharge, including but not limited to developing plans of care, assignment and assessment of appropriate health care team members to meet patient’s needs, and to ensure defined patient outcomes are reached through collaboration with other health care disciplines. Incumbents are also responsible for presenting case conferences, new employee orientation, and participation in quality improvement activities. This lead/senior level class requires the possession of a valid California Registered Nurse license.
19. **Home Health Nurse III (9116)** – Under general direction, incumbents assess health needs, plan and evaluate care for patients exhibiting more complex problems with less predictable outcomes. Incumbents utilize specialized knowledge and skills for patient care, supervision, evaluation, leadership in quality improvement activities, policy and procedure development for specialty areas, and scientific inquiry in home health nursing. Incumbents also act as a resource and educator for Home Health Nurses in their specialty areas. This specialist/expert level class requires the possession of a valid California Registered Nurse license and graduation from an accredited nursing program.

#### **B. CHARGE NURSE**

1. “**Charge Nurse**” is a working title that describes work assigned to bargaining unit nurses in addition to their staff nurse responsibilities. Charge nurses coordinate the work of other nurses and serve as lead resource nurses to resolve problems, provide direction for personnel, and prioritize and facilitate work flow to ensure timely provision of services.
2. The University may temporarily assign charge responsibilities to nurses in addition to the staff nurse duties normally assigned to their classification; and the University will pay the charge nurse differential found in Appendix A.
3. The University’s determination of the necessity to temporarily assign, or not to assign, charge nurse responsibilities is not subject to the Grievance and Arbitration provisions of this contract.
4. Charge nurses are not assigned the authority to hire, transfer, suspend, lay off, recall, promote, discharge, reward or discipline other nurses, or responsibility to adjust their grievances or effectively recommend such action, as these are non-bargaining unit supervisory responsibilities.

#### **C. MOVEMENT BETWEEN JOBS**

1. Advancement from Clinical Nurse I to Clinical Nurse II and Nurse Practitioner I to Nurse Practitioner II shall be contingent upon the completion of six (6) months of satisfactory performance. The University shall notice CNA in advance regarding changes in clinical ladders and upon request of the Association, meet and discuss those changes before implementation. Advancement between other job titles in this Article is not automatic. The University will select the candidate for advancement who possesses the qualifications to perform the duties of the higher level position most effectively.
2. A nurse who has applied for a posted position will, if selected to fill the position, be appointed at the classification level of the posting in accordance with the qualifications listed on the posting.

3. A nurse who accepts a position at the same classification level in another unit shall maintain her/his classification for a trial period of at least 6 months. If the nurse is unable to successfully perform at that level, she/he may be reclassified downwards.
4. A nurse may also move to another classification and level described in this Article by way of a reclassification of her/his position, or an upward or downward movement between positions, or a disciplinary demotion in accordance with Article 26, §C. The Association shall be notified upon the reclassification of any position and any resulting wage change. Current nurses shall not be reclassified downward as a result of the Clinical Ladder process.
  - a. Reclassification is a change in the classification of a position to a different classification having the same, lower, or higher salary range maximum. A nurse may receive a salary decrease following a downward reclassification or movement; however, a nurse's current salary rate may be retained at the sole discretion of the University and without recourse to the grievance and arbitration procedures of this Agreement.
  - b. An upward movement between positions (Promotion) is the change of a nurse from one position to another position at the same location which is in a classification having a higher salary range maximum.
  - c. A downward movement between positions is the change of a nurse from one position to another position at the same location which is in a classification having a lower salary range maximum.
5. Any nurse who believes s/he is currently performing at a higher classification may appeal to be reclassified upward to the appropriate Human Resource Director or designee, and the University shall provide a written response to the nurse regarding approval or denial of the reclassification within a reasonable period of time after the nurse files her/his appeal.