



# TAKE CHARGE:

## KNOW YOUR RIGHTS

### **United Nurses Associations of California/Union of Health Care Professionals United Pharmacists of Southern California**

UNAC/UHCP UPSC wants to ensure that all our members are well educated on the benefits and rights that we have won over years of negotiating our contract. We urge all members to actively participate in continuing to build UNAC/UHCP to ensure effective advocacy for our patients, our coworkers, and our communities. Take Charge!

### **Weingarten Rights**

- An employee may be represented by the union at an investigatory interview with his/her supervisor when the employee reasonably believes that the interview may lead to a disciplinary action
- If a manager requests to speak with you, always ask if this meeting can lead to disciplinary action. If yes, request that a union representative be present!

*"If this discussion could in any way lead to my being disciplined or terminated, I respectfully request that my UPSC steward be present at the meeting. Without representation present, I choose not to respond to any questions or statements."*

### **Corrective Action:** This process provides a means for employee performance/behavior concerns to be addressed in a non-punitive manner.

Level 1 and 2: problem solving phases, focus is on solving the problems and not blaming the people

- Level 1 - initial discussion, brainstorm solutions, commit to working together to solve problems - kept at local level
- Level 2 - developmental action plan, together develop a plan to help employee succeed - kept at local level
- Level 3 - jointly develop corrective action plan - first level of formal discipline
- Level 4 - day of decision, 24 hours to choose to make required changes and return to work or resign, if choose to come back will sign a last chance agreement
  - ex) -gross misconduct: dereliction of duty, intentional/willful wrong behavior, misrepresentation/concealment
  - gross negligence: conscious voluntary act or omission
- Level 5 - termination

### **Common Examples of Corrective Action**

- DFIs - continue to work diligently at a safe speed to ensure the safe and optimal health care for all patients, while achieving and maintaining the highest standards of pharmacy practice
- Time card Fraud/Attendance issues
- Compliance issues
- Expiration of Licenses - it is your responsibility to make sure your licenses are up to date!

Please visit <https://www.Impartnership.org> for more info