



# 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!

### **Vacation Bidding**

Contract Language

Article 18 Section 1828 to 1873

### **Vacation bidding process:**

- 1) Pods (vacation groups) and calendars sent to union rep for approval by Nov 15th. Employer and union to discuss pods based on proximity of pharmacy locations and coverage
- 2) Calendar is circulated by management in order of bargaining unit seniority amongst the pharmacists in the vacation pod
- 3) Each pharmacist has up to 24 hours in the first and second round of bidding to bid for desired ETO week - if a pharmacist is unavailable during the bidding period then a proxy may be utilized or pharmacist may request to be called by management
- 4) Upon completion of the first round, a second round shall commence and be completed within the bidding period
- 5) Final schedule will be posted by December 15th

### **Key Points:**

- Leave Accrual Date is used to determine "Years of Service" which is used to determine how many weeks of ETO you receive per year
- Bargaining Unit Seniority is used to determine the order of bidding
- Calendar should contain a minimum number of open slots corresponding to the total number of weeks calculated that the pharmacists in the pod receive
- It is the pharmacist's responsibility to inform management that he/she needs to be called and to supply the appropriate phone numbers and/or fax number
- Pharmacist may only bid up to his/her maximum ETO accrual during the vacation year
- Exceptions to the process may occur by mutual agreement between the Union and the employer (i.e. earlier vacation bidding start date, extension of the date to include a second round)

Find your contract and how to contact your officers at [memberlink@unacuhcp.org](mailto:memberlink@unacuhcp.org)