

## **CHANGES IN THE 2015-2017 MEDICAL SPECIALIST PLAN**

Unless otherwise indicated, all changes are effective the date following the Legislative Coordinating Commission's approval.

### **CHAPTER 1 – COVERAGE**

Technical date changes.

### **CHAPTER 2 – HOURS OF WORK AND OVERTIME**

No change.

### **CHAPTER 3 – HOLIDAYS**

No change.

### **CHAPTER 4 – VACATION LEAVE**

Vacation Leave Liquidation. Add clarifying language to paragraph covering employees with less than 10 years of continuous service.

Increase de minimis amount for combined vacation and severance payout from “less than \$200” to “less than \$500.”

### **CHAPTER 5 – SICK LEAVE**

Usage. Technical clarifying language corresponding to sick leave usage expansion in the 2014 legislative session.

Update reference to letter regarding usage of sick leave resulting from legislation (August 15, 2014).

### **CHAPTER 6 – OTHER LEAVES OF ABSENCE**

No change.

### **CHAPTER 7 – PROBATIONARY PERIOD**

No change.

### **CHAPTER 8 – PROFESSIONAL DEVELOPMENT**

Membership in Professional Organizations. Technical change adding classes protected by Human Rights Act, M.S. § 363A.02.

**CHAPTER 9 – LIMITED INTERRUPTIONS OF WORK AND PERMANENT NON-DISCIPLINARY SEPARATIONS**

No change.

**CHAPTER 10 – LAYOFF, RECALL, AND TERMINATION OF UNCLASSIFIED APPOINTMENTS**

No change.

**CHAPTER 11 – CORRECTIVE ACTION AND DISCHARGE**

No change.

**CHAPTER 12 – RESOLUTION OF DISPUTES - GENERAL**

No change.

**CHAPTER 13 – INSURANCE**

Same plan design changes as have been agreed to with the plan design changes negotiated through the insurance coalition bargaining process.

Eligibility for Employer Contribution. Added seasonal medical specialists as eligible for a partial employer contribution.

When Coverage May Be Chosen. Add clarifying language for the enrollment of medical specialists in health plans and clinics when the individuals fail to choose a plan or clinic by their initial effective date.

Add an option for new medical specialists to waive coverage if they can demonstrate that enrolling in SEGIP coverage would cause them to lose eligibility for other medical coverage currently in effect.

**CHAPTER 14 – SALARY ADMINISTRATION**

Salary Ranges. Deleted salary ranges as they are contained in Appendices E-1 and E-2.

General Salary Increases. Medical specialists covered by this Plan shall receive a salary increase of two and one-half percent (2.5%), rounded to the nearest cent per hour effective July 1, 2015, if the medical specialist has achieved performance standards or objectives. This salary increase shall not result in a salary above the new maximum of the salary range for the classification.

Effective July 1, 2016, all medical specialist covered by this plan shall receive a salary increase of two and one-half percent (2.5%) round to the nearest cent per hour, if the medical specialist has achieved performance standards or objectives. This salary increase also applies to medical specialists whose rates of pay exceed the new maximum of their salary range.

Severance Pay. Technical change replacing “retirement” in the first bullet with “separation, other than discharge.”

Increase de minimis amount for combined vacation and severance payout from “less than \$200” to “less than \$500.”

Performance-Based Salary Increases. Effective December 30, 2015 and December 28, 2016, and the pay period in which January 1 occurs each January thereafter, a medical specialist who is in a position covered by this Plan on the previous day is eligible for one performance-based salary increase each year of up to three and one-half percent (3.5%) rounded to the nearest cent per hour if the medical specialist’s current salary is not at or over the maximum rate of the new salary range and the Appointing Authority certifies that the medical specialist has achieved performance standards or objectives. The salary increase may be in the form of an adjustment to the medical specialist’s base salary rate, a lump sum or a combination of both but shall not result in a base salary rate above the new maximum of the salary range for the classifications. Medical specialists whose salaries are at or over the new range maximum are not eligible for lump sum increases.

Effective January 1, 2018, the aggregate salary increases granted to medical specialists in an agency shall not exceed three and one-half (3.5%) of the aggregate salaries of eligible medical specialists in the agency.

## **CHAPTER 15 – EXPENSE REIMBURSEMENT**

Other Travel Expenses. Delete outdated expense reimbursement amounts.

## **CHAPTER 16 – RELOCATION EXPENSES**

No change.

**CHAPTER 17 – MEDICAL SPECIALIST SAFETY**

No change.

**CHAPTER 18 – WORKERS’ COMPENSATION; INJURED ON DUTY PAY**

No change.

**CHAPTER 19 – AMERICANS WITH DISABILITIES ACT**

No change.

**CHAPTER 20 – EARLY RETIREMENT INCENTIVE**

No change.

**CHAPTER 21 – DEPARTMENT OF HUMAN SERVICES – CREDENTIALING, MEDICAL STAFF MEMBERSHIP, AND CLINICAL PRIVILEGES**

No change.

**CHAPTER 22 – DEPARTMENT OF HUMAN SERVICES – RESOLUTION OF DISPUTES MEDICAL PRACTICES**

No change.

**APPENDIX A – GLOSSARY**

No change.

**APPENDIX B – VACATION LEAVE PRORATION SCHEDULE**

No change.

**APPENDIX C – SICK LEAVE PRORATION SCHEDULE**

No change.

**APPENDIX D – HOLIDAY PRORATION SCHEDULE**

No change.

**APPENDIX E1 – COMPENSATION GRIDS**

Compensation grids effective July 1, 2015 through June 30, 2016.

**APPENDIX E2 – COMPENSATION GRIDS**

Compensation grids effective July 1, 2016 through June 30, 2017.

**APPENDIX F – STATUTORY APPEAL PROCEDURE**

No change.

**APPENDIX G – HIGH COST CENTERS FOR MEAL REIMBURSEMENT**

No change.

**APPENDIX H – RIGHTS TO ACCESS AND CONTEST DATA**

No change.

**APPENDIX I – OTHER POLICIES; STATEWIDE POLICY ON FMLA**

Update link to Statewide Policy on FMLA.

Technical change to reflect updated sick leave policy dated August 15, 2014.

**APPENDIX J – EXPANSION OF SICK LEAVE BENEFITS LETTER**

Update Expansion of Sick Leave Benefits Letter to address changes in legislation.