

- a) Resource Pool nurses
- b) Employees working on that unit on the shift may volunteer to be reassigned and the most senior volunteer will be reassigned.
- c) Should there be no one who volunteers, reassignments will occur in the following order based upon reverse order of seniority, provided the employee possesses the required skill;
 - i. Casual;
 - ii. Regular part-time and full time combined
- d) The hospital will not reassign the permanent Charge Nurse, new employees still in their probationary period or existing employees transferring to a new unit still in their orientation period
- e) The reassigned employee will identify, to the Charge Nurse or Nurse in Charge, her/his skills, experience and orientation needs in relation to duties required on the receiving unit
- f) The reassigned employee will be provided with a resource nurse on the receiving unit and an appropriate patient assignment keeping patient care requirements as a first priority.
- g) The resource nurse will familiarize the reassigned employee to the general functioning of the unit.
- h) An employee from one unit will not be reassigned to allow time off for another employee on another unit. The Union shall be copied on all reassignment guidelines.