

**SGEU Health Providers COVID-19 Pandemic Update  
February 16, 2021**



**To: SGEU Health Provider Members in the former Kelsey Trail Health Region (fKTHR)**

**Re: Communication Options and Response Times for Offering Shifts**

We wanted to ensure you are aware of information in a recent memo from the Saskatchewan Health Authority, regarding changes to the offer of relief work to SGEU members within fKTHR. **The changes take effect on April 15, 2021 and are effective for the March 15, 2021 AFRW.**

SGEU and fKTRH have agreed to two additional forms of communication when offering relief work. The staff scheduling office will continue to use the phone for communications, but employees will be able to add text and email options for notification of available relief work.

On the AFRW, an employee can choose up to three forms of communication. If the employee chooses texting as an option she/he will be required to list her/his cellular service provider.

Example:

(Please print)

Name: Jane Doe			
Home Phone Number and Alternate Phone Numbers (Maximum 3):	1.) Phone: 123-456-7890	2.) Cell: SaskTel Mobility 234-567-8910	3.) Email: yourname@email.com

If the employee is only changing her/his method of contact for scheduling, she/he would only fill out the AFRW as above and submit to the scheduling office. This change does not require a manager's approval.

**The following outlines the type of communication and reasonable response times for shifts that start:**

- Within 48 hours – Phone calls only will be used and an immediate response is required.
- Between 48 and 72 hours – All three forms of communication will be used and a response is required within two hours of the offer.
- Over 3 days to 8 days – All three forms of communication will be used and a response is required within eight hours of the offer.

- Over 8 days to the end of the current posted and confirmed period – All three forms of communication will be used and a response is required within 24 hours of the offer.

Please also note the following:

- Offering of shifts will follow the employee's availability outlined within the AFRW.
- If the only change an employee makes on their March 2021 AFRW is to allow for the addition of texting and/or emails as forms of communication, that will not require approval/denial by managers.
- Employees known to be at work will continue to be notified for available shifts.

If you have questions or require further information or assistance, please contact a member of the Bargaining Committee.

**Once again, we want to thank you for the work you are doing, especially during the challenges you're facing during the pandemic. Please do everything you can to keep yourself safe at work, in your community and at home.**

To keep informed about SGEU Health Provider information, please download our [SGEU Health Sector app](#), follow us on Facebook [@sgeuhealthproviders](#) or check out our website <https://www.sgeuhealthproviders.org/>

**In Solidarity,**

**SGEU Health Providers Bargaining Committee:**

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