

Miami-Dade County, Florida/Public Health Trust and
Service Employees International Union Local 1991
Negotiations
Union Proposal
October 1, 2026

PROFESSIONALS CBA

ARTICLE XVI – ORIENTATION, ~~AND~~ CROSS TRAINING, AND FLOATING

~~For purposes of administered the parties' orientation and cross training programs, the term "new employee" shall mean the instruction provided to new program of twenty-four (24) hours or less, and the term "cross training" shall mean an instruction program of more than twenty-four (24) hours.~~

SECTION 1. ORIENTATION

A. Orientation is the introductory instruction concerning how to practice in a new clinical situation. Orientation is provided by the employer across all stages and continuums of employment and clinical practice. An employee shall not be expected to take an assignment independently in any area of practice to which the employee does not have the competency to care for the patient(s).

Types of orientation include:

1. New employee orientation (for new hires at JHS) will include a generalized JHS, divisional, and unit specific orientation. Time frames may vary based on individual experience and the specialty area. A preceptor program whereby preceptors receive training will be used to guide orientation.
2. Incumbent employee orientation is for JHS employees who transfer to a new unit and will include divisional and unit specific orientation based on experience.
3. Cross training orientation is for those JHS employees who "float" to another unit on a temporary basis.

B. All three types of orientation include principles that assure the employee is prepared, competent and safe to practice according to the standards and skill competencies of the specific unit. All orientations for new employees or for employees who have never floated to specific units previously will include:

1. Clear goals and expectations specific to each unit. Mutually signed competency and checklist, the signing of which will not be unreasonably withheld or hinder patient care. Competencies and checklists are specific to the standards and skills required for the patient population;
- 2) Patient assignments congruent with attained competencies are not precluded by partially completed checklists;
- 3) Competencies must be considered when covering assignments.

C. The Employer agrees to continue the new employee orientation program for employees upon initial hire. An employee shall not be expected to work in an area of practice to which the employee has not been oriented/cross-trained except in emergency circumstances.

1. An employee who is new to a unit but not to the Hospital will receive orientation to that unit and to the employee's job responsibilities within it. If an employee is expected to work in more than one unit, the employee will be appropriately orientated to each unit.
2. An incumbent employee's orientation for a new unit may be extended up to thirty-six (36) hours if the employee has not yet completed instruction on all of the items on an orientation checklist.
3. No employee shall be required to take more than two (2) "incumbent orientations" during and twelve (12) month period without entering a formal cross-training program.
4. Orientation shall be offered and floating distributed on a non-discriminatory basis.

SECTION 2. CROSS-TRAINING

- A. Cross-training is the systematic process of providing training in different tasks or skills.
- B. When an employee is cross-trained, an initial assessment of competence will be done and an organized, documented training program, using tools such as checklists, will be provided in order to ensure the safe delivery of quality patient care. The employee and the person responsible for the cross-training shall mutually acknowledge in writing when the cross-training has been successfully completed. Attainment and maintenance of necessary skills and competency needed to practice in the intended unit will be documented.
- C. When cross-training programs are available or necessary, the employer will first seek volunteers. Selection from volunteers shall be made by seniority. If there are insufficient

volunteers to meet departmental needs, employees shall be assigned in inverse order of seniority. Volunteers must meet licensure requirements of the position. The Employer agrees to make cross-training programs and opportunities available to employees in the same classification and same department on an equitable basis.

SECTION 3. FLOATING

Floating is the practice of temporarily reassigning employees from their assigned areas and placing them elsewhere.

Standards for floating to a unit include:

- A. The employee is welcomed and introduced to the staff.
- B. The assignment is clear and reviewed.
- C. There are frequent check-ins to assess the float employee's progress and comfort.
- D. Floating will happen fairly and rotationally for employees who have been cross- trained according to the cross-training standards above.
- E. Assignments will be congruent with the employee's skills and experience.
- F. Employees with less than 12 months experience will not be eligible to float out of their home base unit/department unless mutually agreed on.
- G. Float employees will be given an assignment based on their level of skill, expertise and meeting the competency requirements for the float assignment.
- H. J. Agency/Travel and per diem employees will be first to float.

For the PHT

For the Union