

Article 28 – Certification

A. Certification

After the effective date of this Agreement, eligible bargaining unit employees who earn a certification from a national nursing association, or at the discretion of management, another recognized association, shall receive reimbursement for certification exam costs and re-certification fees and two hundred dollars (\$200.00) cash bonus.

B. Eligibility

1. Full-time, part-time and per diem bargaining unit employees are eligible for certification exam fee reimbursement and cash bonus after six (6) months of employment.
2. Reimbursement is limited to seven-hundred fifty dollars (\$750.00) per bargaining unit employee per fiscal year. Per Diem bargaining unit employees will be reimbursed on a pro-rated basis, determined by the bargaining unit employee's paid hours during the preceding twelve (12) months prior to the exam date. This amount includes certification exam costs and re-certification fees, review courses, study materials/books and CEUs, including online CEUs, so long as these items are directly related to certification or re-certification.
3. The certification must be in a current practice area and be approved by the bargaining unit employee's practice supervisor/manager. Reimbursement and bonus will not be unreasonably denied.

C. Procedures for Reimbursement

The bargaining unit employee must submit an approved tuition/ certification application and a copy of the certificate and documentation as to the cost of the exam or re-certification to the Director Nursing Education and Research for reimbursement (a courtesy copy must also be given to the bargaining unit employee's manager). All paperwork must be submitted in the same fiscal year in which the exam was taken.

D. Certification Provisions Relating to Clinical Advancement and Recognition Program (CARP)

1. Staff Nurse II and III pursuing their initial certification to meeting the CARP certification requirement will be provided a total of 24 paid hours of study time. Work time for study will be granted with manager pre-approval. Study time may be done at home. Hours may be inclusive of, but not limited to, approved review courses that may be held on or off site.

2. UVMMC will pre-pay for two certification exam attempts for Staff Nurse II and III pursuing their initial certification to meet the CARP certification requirements.

E. Off-Site Work on Mandatories

With prior approval for scheduled time from their manager, bargaining unit employees may complete mandatories off-site and such scheduled time will be paid.

F. APRNs may be reimbursed from non-operating funds for required licenses and certifications, including but not limited to state DEA licensure, without being deducted from CME monies at the discretion of their clinic supervisors. Denial of reimbursement is not grievable.