

**Letter of Agreement  
Between  
OFNHP – Technical  
And  
Kaiser Permanente**

**Medical Laboratory Technician II Eligibility Requirements**

**A. General Eligibility Requirements:**

- The employee must be in a regular MLT position with Kaiser Permanente for a minimum of three years and meet specific requirements listed in section B or C below. Former Kaiser Permanente MLT's who are rehired may combine previous years of KP seniority.
- Employee must be coded 32 hours per week or more.

**B. Employees working at AWL or KSMC will:**

- Perform full duties as the designated Bench/Instrument Partner. Bench/Instrument Partners are assigned to a specific bench or instrument and the responsibilities include but are not limited to:
  1. Review Quality Control as assigned by the Supervisor or Technical Specialist
  2. Act as primary trainer to employees/students
  3. Monitor preventive maintenance, including consultation with instrument Field Service Representatives
  4. Assist with peer competency assessment as directed by the Technical Specialist
  5. Write and revise Work Instructions
  6. Assume a major role in new instrument evaluation, validation and implementation as directed by the Technical Specialist
  7. Attend vendor provided training when required

**OR**

- Work in the AWL Wet/Dry Microscopy area and be trained, documented as competent and performing all identified tasks for a minimum of one year after completion of training.

**OR**

- Work in the AWL Microbiology area and be trained, documented as competent; and perform the responsibilities of all identified MLT eligible benches in Bacteriology for a minimum of one year after completion of training.

**OR**

- Working in AWL Microbiology area alone for an entire shift as the regularly scheduled OFNHP Technical/MLT.

**C. Employees working in the Medical Offices will:**

- Perform full duties as the designated Bench/Instrument Partner.
  1. Review Quality Control as assigned by the Supervisor or Technical Specialist
  2. Act as primary trainer to employees/students
  3. Monitor preventive maintenance, including consultation with instrument Field Service Representatives
  4. Assist with peer competency assessment as directed by the Technical Specialist
  5. Write and revise Work Instructions
  6. Assume a major role in new instrument evaluation, validation and implementation as directed by the Technical Specialist
  7. Attend vendor provided training when required

**OR**

- Work alone at a location for an entire shift in an assigned permanent position.

**D. Compensation**

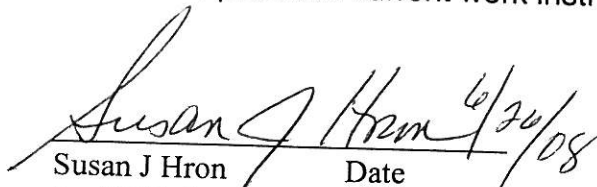
- Employees classified as MLT II will receive a 5% wage increase effective August 1, 2008.
- A new MLT II wage scale will be created to reflect the increased compensation.


Step 1	\$20.10
Step 2	20.73
Step 3	21.36
Step 4	22.02
Step 5	22.64
Step 6	23.27

Step 7 23.91  
Step 8 24.57

**E. Miscellaneous**

- MLT II status is not a permanent classification. For example if an MLT II moves into a position identified as MLT I, the employee will not retain MLT II status or compensation.
- Labor and management will meet jointly to discuss positions/locations/shifts that will be identified as MLT II.
- Situations not specifically covered by this agreement will be mutually discussed by labor and management with final determination made in accordance with the Decision Making Continuum.
- The one year post-training experience requirement for Microbiology and Wet/Dry Microscopy may be waived for returning employees in these work areas. Returning employees must be documented as fully trained and competent to current work instructions.

  
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Susan J Hron                      Date  
Sr. HR/Labor Consultant

  
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Kathy Geroux                      Date  
President  
OFNHP – Technical