

## Work Rule: NE Vaccine Shift and Weekend

**Purpose:** When and how to use work rule NE Vaccine Shift and Weekend

**Audience:** Leadership and Timekeepers

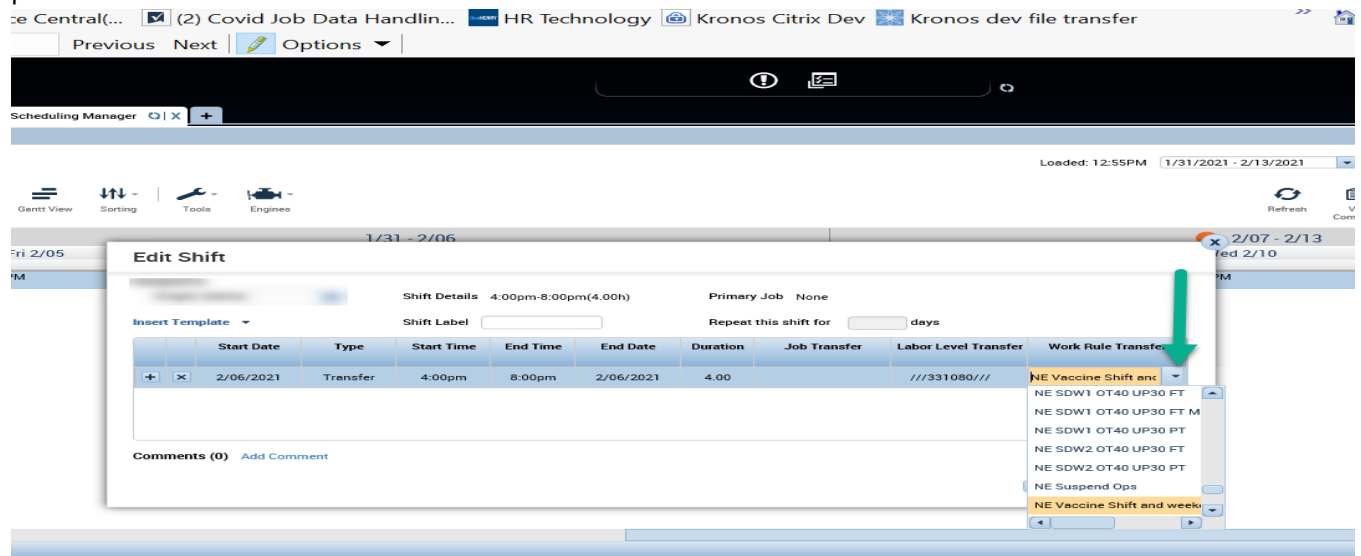
**Non Exempt Employees (Nursing and Non-Nursing) who offer to work in the Vaccination Care Centers, and administer vaccine will be eligible the following:**

- A regular rate of pay for time worked in the approved Vaccination Cost Centers (listed at the bottom page). Shift diff, weekend diff, overtime or any hourly pay premiums will apply.

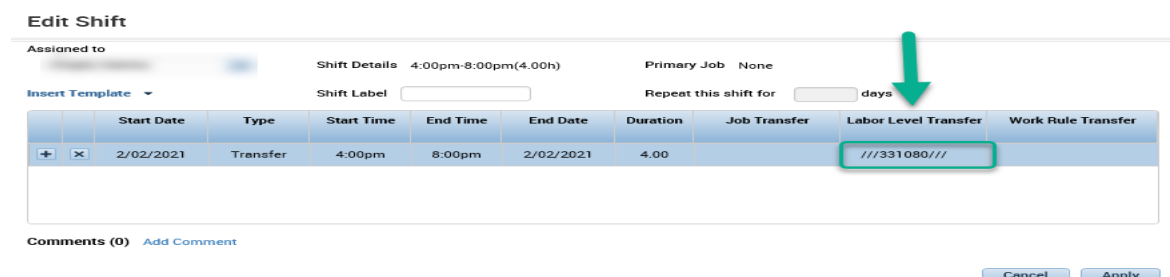
### How to apply

#### Vaccine Work Rule for Non Exempts:

In the Schedule Planner/Schedule Manager shift transfer screen, in the Work Rule Transfer section, change the work rule to '**NE Vaccine Shift and Weekend**' for hours the employee has worked in the Vaccine Cost Center. This workrule will generate the Shift and/or Weekend Premiums when hours are worked in the zone and will **need to be applied only if** they work in the Vaccine CC & the Primary Home Cost Center is not eligible for any premiums



If the Home Cost Center is eligible to receive shift and/or weekend premiums, **do not apply the work rule transfer** when hours are worked in the Vaccine Cost Center. As by default the premiums will auto apply if hours are worked in the zones



**Vaccination Cost Centers for Labor Level Transfer:**

<b>New Dept:</b>	<b>Department:</b>
331080	Lakeside Vaccination Site
3E1080	Columbus Vaccination Site
5H1080	Ford Road Vaccination Site
201080	HFH K-9 Vaccination Site
7A1080	One Jackson Square Vaccination Site
7A1081	PC-North Street Vaccination Site
7A1082	PC-Townsend Vaccination Site
7A1083	PC-East Michigan Vaccination Site
7B1080	Specialty Hospital - Drive Thru
5U1080	CAM-Exec Health Vaccination Site
101080	HAP HQ Vaccination Site
371080	Woodhaven Vaccination Site
3A1080	WBH Vaccination Site
101081	OFP Vaccination Site
691080	HF at Work Vaccination Site
691081	DTE Vaccination Site
911080	Wyandotte Hospital