



Kane Regional Centers

PER DIEM Work Status

- 1. The PER DIEM employee DOES NOT receive and IS NOT ELIGIBLE for health-related insurance benefits, regardless of the number of hours worked.**
- 2. The staffing office will contact the PER DIEM employee with the dates that need to be staffed and the employee will call back within 48 hours to discuss her/his available work dates and shifts.**
- 3. The PER DIEM employee cannot withdraw availability for the days, hours and shifts to which she/he has committed to work, unless due to dire verifiable emergency situation. The PER DIEM employee may switch to another day or shift, but only if there is availability. The PER DIEM employee MUST make every effort to work her/his shift.**
- 4. PER DIEM employees will choose from one of the four PER DIEM Levels:**
 - Level 1 4 Hours to 16 Hours Per Week**
 - Level 2 16+ Hours to 28 Hours Per Week**
 - Level 3 28+ Hours to 38.75 Hours Per Week**
 - Weekend Level 4 Hours to 38.75 Hours Per Week**

PER DIEM employees will select by order of preference the regional center in which they would like to work. (Glen Hazel, Scott, McKeesport, Ross)

- 1. _____**
- 2. _____**
- 3. _____**
- 4. _____**

All efforts will be made to accommodate PER DIEM employee's first preference in work location; however, staffing needs may oblige the Kane Regional Centers to offer hours at another center in order of preference.

- 5. A Retirement Deduction is required for all earned wages. Should an employee leave Allegheny County employment the money deducted would be returned to the employee. An employee will be a vested member of the retirement system after eight (8) calendar years of employment. Should a PER Diem employee apply to become a full time Kane Regional Center**

- employee, those years working as a PER DIEM employee will count towards an employee's retirement. All employees both PER DIEM and Full or Part-time employees are vested members of the retirement system after eight (8) calendar years of employment and at the start of employment have the option of waiving retirement deductions for the first six (6) months of service.
6. Registered Nurse and Licensed Practical Nurse PER DIEM employees will not be eligible for union representation during the first six (6) months; however, union recognition and a union fee will apply to any Registered Nurse PER DIEM who works over 650 hours after the initial (6) month trial period from February 1, 2007 to July 31, 2007.
 7. PER DIEM Staff will be cancelled before any regular full- or part-time staff is cancelled, and after all agency staff is cancelled.
 8. Should the PER DIEM employee not show up for a scheduled shift, or call off to the staffing office, (NO CALL/NO SHOW), the PER DIEM employee automatically will be terminated from the program.
 9. PER DIEM employees worked holiday time will be compensated at time and a half for the following holidays:
 - New Years' Day
 - Memorial Day
 - Fourth of July
 - Labor Day
 - Thanksgiving Day
 - Christmas Day
 10. Current Kane Regional Center full-time (40-hour per week) employees are not eligible to work PER DIEM in addition to their regular work hours.
 11. Weekend Nursing Assistant – A weekend consists of 2 shifts (8 or 12 hour) of the following three days: Friday, Saturday and Sunday.
 12. FREE Meals and FREE Parking are provided.



PER DIEM STATUS - NO BENEFITS

Weekly Hours

		Hourly Rate
	LEVEL 1	
4 Hours to 16 Hours	<p style="text-align: center;">Shifts may be 4, 8, or 12 Hours \$1.00 Per Hour additional for weekend Hours Must work one holiday a year No Guaranteed Shifts</p>	
	RN's	\$23.0000
	LPN's	\$18.0000
	LEVEL 2	
16+ Hours to 28 Hours	<p style="text-align: center;">Includes at least two weekend shifts a month Shifts may be 8, 12, or 16 Hours Includes at least one winter holdiy \$1.00 Per Hour additional for weekend Hours No Guaranteed Shifts</p>	
	RN's	\$24.0000
	LPN's	\$18.5000
	LEVEL 3	
28+ Hours to 38.75 Hours	<p style="text-align: center;">Includes at least four weekend shifts a month Shifts may be 8, 12, or 16 Hours Must work at least 2 Holidays (one winter and one summer) No Guaranteed Shifts \$1.00 Per Hour additional for weekend Hours</p>	
	RN's	\$25.0000
	LPN's	\$19.0000
	WEEKEND LEVEL	
All weekend Work		
4 Hours to 38.75 Hours	<p style="text-align: center;">Will be scheduled and required to work weekends Weekend = 2 of the days = Friday, Saturday and Sunday No Guaranteed Shifts</p>	
	RN's	\$26.0000
	LPN's	\$20.0000
	NA's	\$14.0000
	Off Shift NA 's	\$15.0000