

Questions and Answers

VOLUNTARY EXIT PROGRAM – UNA Employees

What is the Voluntary Exit Program?

The Voluntary Exit Program is a time-limited program open to all Regular Full-time and Regular Part-time UNA certified employees of Alberta Health Services.

Employees will have the option to submit an Expression of Interest to exit the organization voluntarily and upon discretionary approval by AHS.

How much is the Eligibility or Lump Sum Payment?

Employees are eligible for a payment of one and one half (1.5) weeks of salary for each year of continuous service to a maximum of 52 weeks (prorated for part-time employees).

How is my service calculated for the lump sum payment if I have worked over the years for different “AHS” organizations – can I reconnect all prior service for my service calculation?

Your service date is your service date with your former entity as of March 31, 2009. AHS will not be going back and “reconnecting” prior service from former organizations.

Why is AHS doing this?

A Voluntary Exit Program is being implemented in the hopes that it will minimize the need to reduce staff through layoffs.

How does it work?

Employees who are interested in applying may take part in the process by submitting an Expression of Interest form to their Zone HR Services representative.

Zone HR Services will confirm with employee that their Expression of Interest has been received and will provide to the employee information on what the approximate lump sum payment would be.

Employees will then be required to either confirm registration in or withdraw from the voluntary exit program.

All confirmed registrations will be reviewed. Employees who are identified for voluntary exit will only be approved if the termination results in a net reduction in FTEs.

AHS has sole discretion for approving Voluntary Exit applications. There is no guarantee that your application will be approved.

Can anyone apply?

At this time the program is open to all UNA certified Regular Full-time and Regular Part-time employees of Alberta Health Services.

How long do I have to apply?

This is a time-limited program. Employees will have until 1630hrs on November 30, 2009 to express their interest in the program.

What happens to my Expression of Interest application once I submit it?

Once you express interest in the program, you will receive follow up by December 14, 2009 of what your approximate lump sum payment would be. You will then be required to confirm your registration in or withdraw from the Voluntary Exit Program by December 21, 2009. Once your application has been submitted it will remain valid for four (4) months.

If you decide to accept continuation with the process, your application is irrevocable.

How long is my application valid?

Once confirmed into the program, your application will remain valid for four (4) months. At this step, a decision to exit the organization is still pending AHS approval.

What if I am approved? Do I have to leave immediately?

Once your application is approved arrangements will be made for your termination date. Your termination date must be within four (4) weeks after final approval by AHS has been given. Please note that while Alberta Health Services focuses on Pandemic (H1N1) 2009, the timing and approval of exits will be done ensuring that staffing and patient care needs are met.

What happens to my benefits?

Most of your benefits cease either on your termination date or at the end of the month in which you terminate. Please see your HR Services Representative for more information.

What happens if I am not approved?

If your application is not approved for voluntary exit you continue to work in your position as you do today.

Can I be reemployed by Alberta Health Services?

If you receive a voluntary exit payment, you will not be eligible for re-employment or fee-for-service work arrangements with AHS or any of its wholly-owned subsidiaries or corporations (Carewest, Calgary Lab Services, Capital Care Group) or with Covenant Health for the period equal to 2X your lump sum payment period (minimum of six months). As an example, if you received 20 weeks of lump sum you would not be able to be reemployed for 40 weeks.

There may be an ability to work casual for specified projects such as H1N1. These situations will be reviewed on a case by case basis and will require executive approval

Where can I get more information?

Please contact your Zone HR Services Representative.

Human Resources Services Representatives:

North Zone:

Arlene MacLellan
Phone: 780-538 5321
Fax: 780-538-6156 (Note this is not a confidential fax line)
Email: Arlene.maclellan@pchr.ca

Colleen Mitchell
Phone: 780-791-6199
Fax: 780-788-1362 (Note this is not a confidential fax line)
Email: cmitchell@nlhr.ca

Edmonton Zone:

Bailey Ryan
Phone: 780-735-0542 Fax: 780-735-0545
Email: bailey.ryan@albertahealthservices.ca

Central Zone:

Lori Deslauriers
Phone: 403-342-8682 Fax: 403-358-3267
Email: lori.deslauriers@albertahealthservices.ca

Calgary Zone:

Anh Phan
Phone: 403-943-1397 Fax: 403-943-1399
Email: anh.phan@albertahealthservices.ca

South Zone:

Loretta Nobert
Phone: 403-388-6102 Fax: 403-388-6355
Email: loretta.nobert@albertahealthservices.ca

Sarah Pettigrew
Phone: 403-528-8107 Fax: 403-502-8272
Email: sarah.pettigrew@albertahealthservices.ca