

## Information for Compass Environmental Services (EVS) Staff

March 18, 2022

Dear Compass team member,

Vancouver Coastal Health (VCH) and Providence Health Care (PHC) value the close relationships we have built over the years with our housekeeping staff, and we thank you for your partnership in and dedication to our patients, residents and clients. We have always been a part of one team, working together to deliver exceptional care, and we look forward to welcoming environmental services in-house to VCH and PHC.

Under Bill 47 (Health Sector Statutes Repeal Act), the Ministry of Health has directed health organizations to repatriate commercial housekeeping contracts, meaning that when services are repatriated, staff employed to do the essential work of keeping BC hospitals and facilities clean will be employees of the health authorities and PHC instead of a contracted company.

VCH and PHC are pleased to bring housekeeping services in-house across our facilities and sites, with the change taking place over the next year. Our goal is to ensure that all active, regular and casual housekeeping staff, both union and non-union, are aware of comparable employment opportunities at VCH and PHC and that our patients, residents and clients continue to receive exceptional service. We want to assure you that your continuity of employment is important to us.

### VCH and PHC shared priorities:

- Offer an opportunity for continuity of employment for housekeeping staff by offering similar employment in-house.
- Align with the Ministry of Health’s priority to repatriate support services under the direct operation of the health organization.

### PHC Work Sites

- All front-line employees and supervisory staff will join PHC on Oct. 14, 2022.
- Organizational charts for excluded (non-unionized) positions including site management staff and those who support housekeeping in the call centre, and certain quality assurance and administration roles, are in development. As we work through these details and assess our operational needs, we will update excluded staff in early April around their potential onboarding. This update will not include supervisory staff, as supervisors will join PHC with unionized front-line staff on Oct. 14, 2022, and will follow the next steps outlined below under: Next steps - Unionized frontline staff & supervisors.

PHC Worksites	
Holy Family Hospital	St. Vincent’s: Brock Fahrni
Mount Saint Joseph Hospital	St. Vincent’s: Langara
St Paul’s Hospital	Youville Residence



Note: St. Paul’s Hospital includes the Cardiac Care Clinic, Outpatient Dermatology Clinic and Foundry-Granville.

### VCH Work Sites

- All front-line employees and supervisory staff will join VCH on Oct. 28, 2022.
- Organizational charts for excluded (non-unionized) positions including site management staff and those who support housekeeping in the call centre, and certain quality assurance and administration roles, are in development. As we work through these details and assess our operational needs, we will update excluded staff in early April around their potential onboarding. This update will not include supervisory staff, as supervisors will join VCH with unionized front-line staff on Oct. 28, 2022, and will follow the next steps outlined below under: Next steps - Unionized frontline staff & supervisors.

VCH Worksites	
Banfield Pavilion	Powell River General Hospital
Berkley Care Centre	Purdy Pavilion
Bridge House	Richmond General Hospital
Cedar Garden Assisted Living	Richmond Lion's Manor
Cedarview Lodge	Sechelt Hospital
Dogwood Lodge	Shorncliffe Village Care Home
Evergreen ECU	Squamish General Hospital
Evergreen House	Sumac Place
George Pearson Centre	Totem Lodge
GF Strong Rehabilitation Centre	UBC Hospital
Hilltop House	Vancouver General Hospital
Lions Gate Hospital	West Vancouver Adult Day Care
Margaret Fulton Centre	West Vancouver Community Health Centre
Minoru Residence	Whistler Health Care Centre
Pemberton Health Care Centre	Willingdon Creek Village

## Next steps - Unionized frontline staff & supervisors

### Submit your information to VCH or PHC

We look forward to welcoming you to VCH and PHC. Follow these steps to begin your onboarding.

- Sign the Consent to Disclose Personal Employee Information Form provided to you by Compass and return it to your manager. This form is required to disclose your personal employee information to VCH/PHC to assist in the hiring process.
- Register:
  - If you work at a **VCH worksite**, please register at the following website: <https://careers.vch.ca/return/>
  - If you work at a **PHC worksite**, please complete the Employee Information Form with your basic contact information, job details and current work status. The form is available on the PHC Onboarding web page: <https://www.providencehealthcare.org/welcome-phc>. Please visit the web page often as it will be up-to-date with everything you will need to know to support you in joining Providence.



- Submit your work/study permit or visa details:
  - VCH: If you are currently on a work/study permit or work visa, please send a copy to: [ReturntoVCH@vch.ca](mailto:ReturntoVCH@vch.ca). This information is essential and required to determine work eligibility at VCH.
  - PHC: If you are currently on a work/study permit or work visa, please send a copy to: [WelcomePHC@providencehealth.bc.ca](mailto:WelcomePHC@providencehealth.bc.ca). This information is essential and required to determine work eligibility at Providence.
- Attend an upcoming information session.
  - Front-line staff: Check the upcoming poster and attend the information sessions happening at your worksite. This is your opportunity to ask questions directly to the VCH or PHC Onboarding team.
  - Supervisors: Check the upcoming poster (VCH) or welcome letter (PHC) for virtual information session details. This is your opportunity to ask questions directly to the VCH or PHC Onboarding team.
- Participate in Line Selection in summer 2022 at your worksite (see below for more information about line selection).
- You will receive your offer letter after Line Selection with your start date of Oct. 14, 2022 (PHC) and Oct. 28, 2022 (VCH).
- Casual staff do not need to participate in line selection and will be provided an offer letter by mail.
- If you have any questions or concerns, please email us: [WelcomePHC@providencehealth.bc.ca](mailto:WelcomePHC@providencehealth.bc.ca) (PHC worksites) or [ReturntoVCH@vch.ca](mailto:ReturntoVCH@vch.ca) (VCH worksites).

VCH and PHC will offer employment opportunities to all unionized housekeeping staff who currently work at a VCH or a PHC site, based on the principle of seniority. The details are being worked out in collaboration with the Facilities Bargaining Association (FBA) as part of a Labour Adjustment Plan.

### **Line selection**

VCH and PHC will host line selection at your worksite, with selection based on seniority. Seniority for supervisory staff will be determined based on date of hire. Line selection is when regular status full-time and part-time staff select a position on the new VCH or PHC rotation. This is the position and schedule staff will work when they start with VCH or PHC.

The details are being worked out in collaboration with the Facilities Bargaining Association (FBA) as part of a Labour Adjustment Plan.

### **Line selection process**

Regular employees will select their line by home worksite (e.g. VGH selects for VGH), occupation and status at their normal worksite. Lines will be awarded based on seniority and subject to meeting the required qualifications of the job. Our goal through this process is to minimize the disruption to staff and the service.



Once the line selection process is completed, you will receive an offer letter of employment from VCH or PHC (depending on your worksite) with a start date in accordance with the onboarding timelines. We anticipate that most staff will maintain their status (e.g. full-time, part-time or casual).

## Next steps – Non-unionized site management staff and other non-unionized staff

Thank you for your patience as we work through the implications of Bill 47 for excluded (non-unionized) staff. Organizational charts for excluded positions (not including supervisors) including site management staff and those who support housekeeping in the call centre, and certain quality assurance and administration roles, are in development. We will share more information in an update to excluded staff in early April.

In the meantime, please complete the following steps:

1. Sign the Consent to Disclose Personal Employee Information Form provided to you by Compass. This form is required to disclose your personal employee information to VCH/PHC to assist in the hiring process.
2. If you work at a **VCH worksite**, please register at the following website:  
<https://careers.vch.ca/return/>
3. If you work at a **PHC worksite**, please complete the Employee Information Form with your basic contact information, job details and current work status. The form is available on the PHC Onboarding web page: <https://www.providencehealthcare.org/welcome-phc>.
4. Attend an upcoming information session.
  - Check the upcoming poster and attend the information sessions happening at your worksite. This is your opportunity to ask questions directly to the VCH or PHC Onboarding team.

We recognize that this may be a time of heightened anxiety as some details are still being worked through. We appreciate your support for your colleagues and staff. Please know that your continued employment is a priority and we are committed to treating everyone fairly and respectfully throughout the transition.

## Support and Contact Information

We will provide more information as soon as we can. The most important thing we want you to know is that we are looking forward to bringing housekeeping in-house to VCH and PHC. We acknowledge that change can be difficult, and we are here to support you. If you have any questions, please reach out to us.

### For staff working at VCH worksites:

- Visit: <https://careers.vch.ca/return/>
- Or email the VCH Onboarding team at: [ReturntoVCH@vch.ca](mailto:ReturntoVCH@vch.ca)

### For staff working at PHC worksites:

- Visit: <https://www.providencehealthcare.org/welcome-phc>
- Or email the PHC Onboarding team at: [WelcomePHC@providencehealth.bc.ca](mailto:WelcomePHC@providencehealth.bc.ca)