


Name of Policy: On-call pay . Policy Number: 3364-25-40 Approving Officer: President Responsible Agent: Associate Vice President & Chief Human Resources Officer Scope: The University of Toledo Medical Center		 Effective Date: August 12, 2020 Original effective date: May 5, 2011	
Key words: on-call non-bargaining unit, on-call pay hourly employee, on-call schedule			
<input type="checkbox"/>	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

Human Resources will identify departments or areas at The University of Toledo Medical Center (UTMC) that require on-call coverage and will advise and coordinate with supervisors in those departments or areas.

(B) Purpose of policy

To provide procedures for maintenance of an on-call schedule and compensation.

(C) Scope

This policy applies to hourly non-bargaining unit employees at The University of Toledo Medical Center.

(D) Procedure

- (1) Supervisors in the identified departments or areas will maintain an on-call schedule for eligible employees and record the time on the designated time keeping system. Such eligible employees will receive two dollars (\$2.00) per hour that they are scheduled to be on-call.
- (2) Maintenance and safekeeping of any electronic equipment of the University for notification purposes is the responsibility of the employee to whom the equipment is issued.

<p>Approved by:</p> <p><u>/s/</u> Gregory C. Postel, M.D. Interim President</p> <p><u>August 12, 2020</u> Date</p> <p><i>Review/Revision Completed by: Associate Vice President and Chief Human Resources Officer, SLT</i></p>	<p>Policies Superseded by This Policy: <i>Previous 3364-25-40, effective date August 10, 2017</i></p> <p>Initial effective date: May 5, 2011</p> <p>Review/Revision Date: June 26, 2014, August 10, 2017, August 12, 2020</p> <p>Next review date: August 14, 2023</p>
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