



**Nursing Bargaining Unit  
Pay Plan Transition Update**

Dear CUPE member,

This memo provides information about the work being carried out by the Nursing Pay Plan Transition Committee, established as part of a Memorandum of Agreement (MOA) #2 between the Nova Scotia Health Authority, IWK, and the Council of Nursing Unions during the last round of bargaining. The MOA mandates the Committee to propose and implement a new unified pay plan and classification system for nurses. To do this, the Committee must develop a new job evaluation system. Job evaluation is different from negotiating salaries. It is a process to objectively assess each job based on its duties, responsibilities, required skills, and the effort involved in completing the work.

As per the MOA, the Committee is developing a job evaluation tool called “N-Factor” to enable a streamlined job classification process specific to nursing. This tool adopts a hybrid approach to evaluating jobs, measuring both the qualitative and quantitative factors involved.

The first drafts of the new Job Fact Sheet and the Job Fact Sheet Completion Guide, designed to help nurses describe their work comprehensively, have been completed and are ready to be tested.

**To test the Job Fact Sheet**, the Committee has identified jobs from various nursing classifications (across Constituent Unions). Selected Nurses will be asked by their managers to participate in completing the Job Fact Sheet. After completing the Job Fact Sheet, the Nurse will discuss it with their manager to ensure all relevant information is captured.

**IT IS ESSENTIAL TO CLARIFY THAT TESTING THE TOOL IS NOT AN ACTUAL JOB EVALUATION EXERCISE.**

Instead, the aim is to gather information about the Job Fact Sheet and the Job Fact Sheet Completion Guide, ensuring that the tools are comprehensive and practical for the job evaluation process.

A Feedback Form will allow participants to share comments regarding the tool, specifically noting the ease to complete, any issues encountered, errors, or omissions.

This first phase must be completed within a very tight turnaround time. Participants must complete the Job Fact Sheet, discuss it with their manager, and return it to **by May 9, 2025**.

Nurses selected to participate in this process will be notified by their manager.

It is important to note that while this work is being completed, nurses continue to be entitled to file Classification/Reclassification Appeals as outlined in their Collective Agreements (NSH and IWK Article 8.15). Reclassifications are initiated by a nurse or a group of nurses. The language does not allow for the union to file classification appeals.

There have been several recent successful reclassifications (at both the Classifications Appeal Tribunal and in Arbitration) resulting in nurses moving from one classification to a higher classification.

The Constituent Unions appreciate your participation in developing the “N-Factor” tool.

If you have any questions, please reach out to your Area VP.