

The following constitutes agreement between the Department of Veterans Affairs and the AFGE, National VA Council regarding VHA Directive titled Automated Safety Incident Surveillance and Tracking System with Needle Stick Tracking Module (ASISTS).

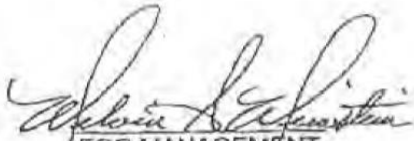
1. Add to 2.i.: In this future phase it is important to address employee notification of receipt of forms and providing an identifier to the employee to allow checking status of a claim.
2. The union will be provided a copy of form 2162, either electronically or otherwise, for bargaining unit employees.
3. Add to 4.a: The number of union representatives on the team shall be the result of mutual agreement between union and management.
4. Local union safety representatives shall be included in the same training as supervisors that results in the implementation of the automated accident reporting initiative.
5. Modify automated e-mail message regarding filing of CA-1's and CA-2's to alert supervisor that there are only 5 days to submit forms to DOL.
6. When employee initiates CA-1 or CA-2, the Supervisor and Human Resources will receive an E-mail alert that they have 5 days to complete the CA and file with DOL Employee receives the following Bill of Rights statement with regard to choice of Medical treatment alternatives to employees health.

EMPLOYEE BILL OF RIGHTS FOR ACCIDENTS AND OCCUPATIONAL ILLNESSES

- You have the right to select the physician or facility to provide treatment for the sustained injury or illness. The VA facility is available for examination and treatment but can not mandate use of the facility to the exclusion of your choice of medical care.
 - You have the right to file a CA-1(injury) or CA-2 (illness) to apply for compensation.
 - You have the right to union representation at any time.
7. Witness Statement: takes the option for recording witness statement out of the supervisor software options menu but, leave blocks for a yes or no indication of the existence of a witness statement. Witness will write out statement in a hard copy to be attached to the CA-1 or 2 a sign; or the witness will write statement directly on the CA-1 or CA-2 and sign.

8. Phase 2 ASSITS software will include notices to remind all those involved with the accident reporting process of their responsibilities. These modifications will require close coordination with Human Resources.
9. Security Issue: Already included in the software is the provision that the level of security for employee records will receive the same degree of protection as Veteran patients.
10. It was agreed that the following information will be accessible to the Union at the medical center.
 - Printing of 2162 form after completion by supervisor and safety officer.
 - Getting mailman notification of accident report recorded in ASISTS after stub is created;
 - Mailman message that employee has initiated CA-1 OR CA-2.
 - Mailman message when the CA-1 OR CA-2 has been completed by the Safety officer;
 - Ability to print out accident report status;
 - Access to OSHA log of incidents.
11. Employee Health should not be the only access point for initiating report of an accident. The department will comply with Article 28, Section 9 of the Master Agreement regarding reporting work related injuries and illnesses.
12. In the event that an employee is not able to file the CA-1 or CA-2 because of his/her medical condition, a family member, union representative, safety manager, supervisor, or designated individual may help to file these documents.
13. Appropriate management officials will provide a copy of this agreement to the local union president upon receipt.
14. Local management shall meet its labor-management obligations at the local level prior to implementation.

15. Issues relevant to the policy and not specifically addressed in this policy or MOU may be addressed in local bargaining. This does not affect local management's right to declare certain union proposals as non- negotiable.


FOR MANAGEMENT

6/22/98
DATE


FOR THE NVAC