

## Memorandum of Understanding

The following constitutes an agreement between the Department of Veterans Affairs, Veterans Health Administration (VHA) and the American Federation of Government Employees, (AFL-CIO), National Veterans Affairs Council #53 (NVAC) on Re-Certification of VHA Directive 1230 Outpatient Scheduling Processes and Procedures.

1. Employees must be trained on all changes to VHA Directive 1230. Training will occur on duty time.
2. Employees must be allowed to access such training if in TMS at times convenient to them, within 30 days of such training being in TMS. If the training is delivered in another manner, such training must be scheduled to allow an employee to attend at a reasonable time and place.
3. No previously approved leave may be denied solely to accommodate training on VHA Directive 1230.
4. Employees will not be rated against the changes in VHA Directive 1230 until all training requirements are complete and a 90-day period has been met to ensure the employees are satisfactorily performing their duties as required per the Directive.
5. NVAC reserves its right to address matters related VHA Directive 1230 as they occur.
6. Upon their receipt, the appropriate management officials shall provide a copy of this MOU to the AFGE Local President.

L'Tosha Condah  
L'Tosha Condah, VA Labor Specialist  
For the Department of Veterans Affairs (VA)

Oscar L. Williams Jr.  
Oscar L. Williams Jr., 2<sup>nd</sup> Exec. Vice President  
AFGE National Veteran Affairs Council #53

May 16, 2022

Date

05/16/2022

Date

James "Jim" Zeveski  
James "Jim" Zeveski, VHA HR Consultant  
For Veterans Health Administration (VHA)

05/17/2022

Date