

## **KPNAA “SHARE” - Preliminary In House Registry (IHR) Staffing Solutions**

*Creating the strongest Anesthesia Care Teams possible.*

### **SHARE Candidate Requirements.**

All applicants must meet the following requirements to be eligible for SHARE:

1. Certified Registered Nurse Anesthetists employed by and in good standing with Kaiser Permanente.
2. KPNAA members in good standing.
3. A minimum of 2,000 hours worked.
4. ACLS and PALs certifications up to date.
5. A stellar attendance record at home base facility.
6. DA Recommendations.
7. To be eligible for the SHARE IHR, a CRNA must first and foremost meet their required hours and needs of their “home facility” (KP facility that employees them).
8. The CRNA must attend an Orientation at the additional facility (or facilities) for which they would like to work as part of the SHARE program, on their own time, at their own expense.
9. CRNA is responsible for their mileage and transportation costs to and from work.
10. CRNA is responsible for the Annual Requirements and Competencies at each facility they work at, including but not limited to: Safety Test, Fire Class, Compliance hours, Employee Health, etc.
11. A KPNAA CRNA who does not meet the above guidelines may be utilized at a SHARE location at the discretion of the Department Administrator, if that Department Administrator deems the CRNA qualified.

### **SHARE Candidate Guidelines**

1. Employees may not use the SHARE opportunity to further their own personal interest in transferring facilities.
2. Those individuals in SHARE are not promised any specific number of hours or shifts to work.
3. The SHARE IHR may provide CRNA staffing for a Kaiser Permanente facility for Extended Sick Leave, Last Minute Sick, Leave of Absence, Vacation, hours recently vacated, Full Time, Part Time, Per Diem, a Vacant position or any other needs that a Department Administrator may have available positions to provide staffing when employees are on Vacation, Sick, Leave of Absence or a vacant position during the search process.
4. SHARE hours will not be consistent and will not be used in lieu of hiring needed CRNAs.
5. Each facility will set Scope of Practice restrictions for CRNA SHARE staff
6. Qualified members will be qualified at a maximum of 2 additional facilities for 3 Total = Home Facility + 2 SHARE facilities
7. Compensation for SHARE will be paid at CRNA’s straight pay rate and will be coded as WNO – “With No Overtime”. If working Holidays, holiday pay will be paid.
8. CRNA will be responsible for coding their time worked under each specific facility’s cost center to ensure that the appropriate cost center pays the CRNA directly. In addition, an email of hours worked will be sent by the CRNA to the DA of the SHARE facility as well as to the DA of the CRNA’s home facility.