

**Memorandum of Understanding (MOU) for the
VA Portland Health Care System between
Department of Veterans Affairs, Portland Healthcare System (VAPORHCS) and
American Federation of Government Employees (AFGE), AFL-CIO
National VA Council 53, AFGE Locals 2157 and 2583**

The following constitutes an agreement between the [parties] of the VA Portland Health Care System (VAPORHCS) [Portland/Vancouver Divisions] within VISN 20, and the American Federation of Government Employees (AFGE), AFL-CIO, National VA Council #53 (NVAC), AFGE Local 2157 & AFGE Local 2583, the parties have reviewed and agreed upon the appropriate arrangements and procedures regarding the Environmental Management Service Technicians WG-3566-02 changes to check-out/check-in process for keys and communication devices.

Both Management and the Union reserve the right to re-open bargaining in this MOU by providing a minimum of 30 days advance written notice requesting negotiation. The terms of this MOU will remain in place until any new updates are agreed upon.

Donald Fowler
NVAC 11th District Representative
Chief Negotiator, Labor

Donald L Fowler

Date: 10/4/2021

Jessica Hawley
Chief, Environmental Management Service
Chief Negotiator, Management

Jessica M. Hawley Digitally signed by Jessica M.
Hawley 1133340
Date: 2021.09.15 12:33:14 -07'00'

Date: 9/15/2021

Denise L. Lieb
President AFGE Local 2583

Denise Lieb

Date: 9/23/21

Marcia Blaine
President AFGE Local 2157

Marcia Blaine

Date: 9-29-21

VA PORTLAND HEALTH CARE SYSTEM MONTHLY INSPECTION

EMS Technician		Date:		
EMS Supervisor:		Location Inspected:		
Verbal Questions		Correct Answer		
1	What is the single most important way to prevent the spread of infections?	YES	NO	Washing Hands with Soap
2	When should you wash your hands?	YES	NO	Before and after donning PPE, between cleaning procedures
3	What is the process for a C-Diff precaution clean?	YES	NO	2 - Step Process using Oxivir Five 16 & Bleach
4	What is the amount that linen and trash containers cannot exceed and how far apart should they be?	YES	NO	32 Gallons & 8 Feet Apart
EMS Tools, Cart, and HAC				Comments
5	EMS Cleaning Cart has correct supplies stocked?	YES	NO	N/A
6	Charging bucket filled correctly?	YES	NO	N/A
7	Housekeeping cart and tools are clean?	YES	NO	N/A
8	EMS Housekeeping closet supplies are stocked according to established PAR Levels and organized?	YES	NO	N/A
9	All chemicals are labeled correctly?	YES	NO	N/A
10	No chemicals stored above eye level?	YES	NO	N/A
11	Are personal items or food/drink stored in EMS Housekeeping Closet?	YES	NO	N/A
12	Closet is clean & organized?	YES	NO	N/A
Room/Location Cleaning Inspection				Comments
13	Observe hand hygiene in/out of room?	YES	NO	N/A
14	Proper Usage of Gloves?	YES	NO	N/A
15	Demonstrate hand washing?	YES	NO	N/A
16	Correct PPE used?	YES	NO	N/A
17	Correct direction and process for cleaning?	YES	NO	N/A
18	Correct handling of waste/ trash receptacle cleanliness - liner replaced?	YES	NO	N/A
19	Correct handling of soiled linen?	YES	NO	N/A
20	Correct Reusable Medical Equipment (RME) identified for EMS Cleaning?	YES	NO	N/A
21	High Dusting, vents, fans, picture frame tops, window shades, window ledge?	YES	NO	N/A
22	Floor is cleaned correctly, vacuumed, dust mopped, wet mopped, furniture/RME moved?	YES	NO	N/A
23	High Dusting, vents, shower curtain rod, faucets, mirror ledges, window shades, window ledge?	YES	NO	N/A
24	Correct Waste handling / trash receptacle cleanliness?	YES	NO	N/A
25	Floor - dry / wet mopped?	YES	NO	N/A
26	Are supplies stocked correctly? Soap - Toilet Paper - paper towels?	YES	NO	N/A

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High Touch Identification					Comments	
27	Bed Rail/Controls	YES	NO	N/A		
28	Bedside Table Handle	YES	NO	N/A		
29	Call Button	YES	NO	N/A		
30	Chair	YES	NO	N/A		
31	IV Pole	YES	NO	N/A		
32	Room Inner Door Knob	YES	NO	N/A		
33	Room Light Switch	YES	NO	N/A		
34	Room Sink	YES	NO	N/A		
35	Telephone	YES	NO	N/A		
36	Tray Table	YES	NO	N/A		
37	Bathroom Handrail by Toilet	YES	NO	N/A		
38	Bathroom Inner Door Knob	YES	NO	N/A		
39	Bathroom Light Switch	YES	NO	N/A		
40	Bathroom Sink	YES	NO	N/A		
41	Toilet Bedpan Cleaner	YES	NO	N/A		
42	Toilet Flush Handle	YES	NO	N/A		
43	Toilet Seat	YES	NO	N/A		
44		YES	NO	N/A		
45		YES	NO	N/A		
46		YES	NO	N/A		
Veteran and Customer Service Requirement					Comments	
47	Are Veterans or Employees Present? If yes then 29 and 30, if no skip to 31.	YES	NO	N/A		
48	Did the EMS Technical Greet the Occupant(s)? Use of KAIDET	YES	NO	N/A		
49	Did the EMS Technician communicate upon departure?	YES	NO	N/A		
50	Can the EMS Technician verbalize the meaning of KAIDET and HEART, and give an examples of using	YES	NO	N/A		
Total Correct					*Less than 80%, needs improvement offer retraining and coaching *Greater than 80% Fully Successful *Greater than 90% Outstanding	
Total N/A						
Total Incorrect						
Inspection Score (Total correct + total N/A / Total Questions 50)						
Comments or recommended corrective actions						
Employee Signature		A scanned copy of your signed inspection will be emailed to you, please retain a copy for your records.				
Supervisor Signature						

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