

DEFINITION: Break In Service

To Be Deducted from Service Calculation: Any period of time you were not working as a Registered Nurse or Nurse Practitioner for 12 continuous months **or more**, deduct the full number of months, ie 12 months or more break for: personal leaves of absence, staying home with children (excluding maternity and parental leaves), care for family members, educational leave, deferred salary leave and/or working at other non-nursing employment.

NOT to be Deducted from Service Calculation: Maternity or parental leaves, leaves for your own illness or disability (ie WCB/LTD/Sickness), or breaks of less than 12 months duration.

EXAMPLE: Calculation - Years of Service (RN)

- | | |
|--|---------------------------------------|
| 1) Initial Registration/Licensure - day/month/year | (RN) <u>16/Jul/2012</u>
(NP) _____ |
| 2) # of months since initial registration:
(count the registration date as one full month regardless of which day of month you obtained the Registration)
Jul 16/12 to Dec 31/12 = 6 months
Jan 1/13 to Jun 30/23 = <u>138 months</u>
144 | <u>144 months</u> |
| 3) Deduct # of months there were breaks in service:
(Deferred salary/personal leave for 12 months each)
(Note - Do not include breaks of less than 12 months duration and breaks related to maternity or parental leave, LTD, WCB and Paid/Unpaid Sickness) | - <u>24 months</u> |
| 4) Total months minus breaks in service | = <u>120 months</u> |
| 5) Divide 120 months by 12 (to calculate years of service) | = <u>10 years</u> |

Based on this example, employee reaches 10 years service as an RN on Jul 16/23. Eligibility for the 10 year wage rate commences starting the first full pay period, which would be Jul 23/23.

NOTE: If this employee was an NP, they would be eligible for the 10 year wage rate on Jul 23/23 as long as they were at the Step 6 NP rate.