

SEIU COMPARABLE EXPERIENCE HISTORY FORM

Beginning 90 days after ratification of the SEIU Collective Bargaining Agreement (CBA), in the event bargaining unit member desires to have their step placement assignment reviewed based on an assessment of comparable experience, the Human Resources department will complete the review provided a written request is received withing the 180-calendar day period following the date of contract ratification.

(Date CBA Ratified: 11/4/2024)

For licensed employees: The employee must submit an employment history form and include all comparable experience based on their practicing years under licensure and registration by NBRC.

For non-licensed employees: The employee must submit an employment history form and include all comparable experience.

- After receipt of submission, the Human Resources department will complete a review within 90 days. Incomplete or late submissions will not be reviewed.
- If any adjustment is deemed necessary, the corresponding pay change will be implemented within 30 days of the results, retroactive to the date of initial pay increase.

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Employee Information

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Employee Name	Employee ID	Job Title	Department
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address	Telephone Number	Manager	Date Review Request Submitted
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
License / Certification Name & Number	Issue Date	License / Certification Name & Number	Issue Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
License / Certification Name & Number	Issue Date	License / Certification Name & Number	Issue Date

Employee Work History

Employer Name & Location	Start Date (MM/DD/YYYY)	End Date (MM/DD/YYYY)	Job Title / Position	Brief Description of Work

**If more space is needed, please use an additional copy of this page*

I certify that all information I have provided is true and accurate. Yes No Incomplete or late submissions received after the 180-calendar day period following ratification of the Collective Bargaining Agreement will not be reviewed.

Employee Signature

Date

Employment forms should be submitted via email to: HR-Comparable-Experience-History-Form@med.umich.edu