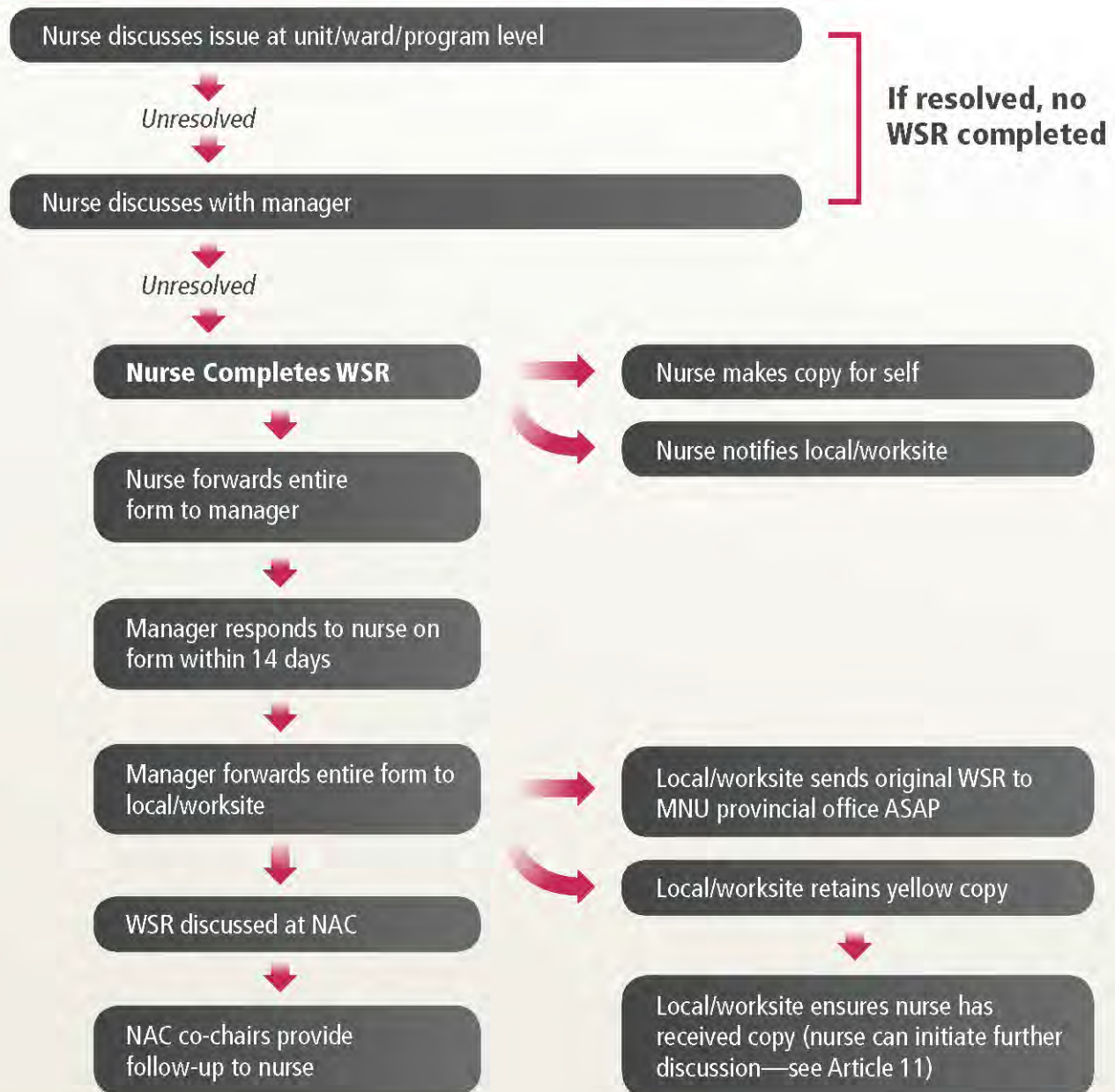


## WORKLOAD STAFFING PROBLEM-SOLVING PROCESS



Contact your local/worksites representative or visit  
[manitobanurses.ca/workload-staffing-reports](http://manitobanurses.ca/workload-staffing-reports)  
for more information.

## WORKLOAD STAFFING PROBLEM-SOLVING PROCESS

Nurse discusses issue at unit/ward/program level

↓  
*Unresolved*  
↓

Nurse discusses with manager

↓  
*Unresolved*  
↓

**Nurse Completes WSR**

Nurse forwards entire form to manager

Manager responds to nurse on form within 14 days

Manager forwards entire form to local/worksites

WSR discussed at NAC

NAC co-chairs provide follow-up to nurse

If resolved, no WSR completed

Nurse makes copy for self

Nurse notifies local/worksites

Local/worksites sends original WSR to MNU provincial office ASAP

Local/worksites retains yellow copy

Local/worksites ensures nurse has received copy (nurse can initiate further discussion—see Article 11)

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