

**University of California at Santa Barbara
Health Care Professional Unit (HX/UPTE)
Compensatory Time Agreement**

NOTE: This form is made available for Health Care Professional Unit employees in accordance with Article 11, Section B, paragraph 13.C. Hours of Work - Non-Exempt Employees of the UC/UPTE agreement for the Health Care Professional Unit. Refer to the bargaining unit contract for further details.

Non-exempt employees are entitled to compensation at the time and one-half rate (premium rate) for all hours worked after 40 hours in a workweek. In accordance with the Fair Labor Standards Act and, as outlined in the Health Care Professional Unit Bargaining Agreement, overtime will be compensated at the appropriate rate (time and one half) either by pay or compensatory time off (if the department offers comp time off). Unless the employee and the University agree otherwise, overtime will be paid.

If you choose to receive compensation for overtime in the form of compensatory time off, indicate your preference below, sign and date this notice, and return it to your supervisor for placement in your personnel file.

If you indicate below that you do not choose to receive compensatory time off in lieu of pay, you will receive payment for overtime.

An employee may, upon hire and thereafter during the month of June, file a written indication of preference for either compensatory time off or pay with her/his immediate supervisor. The preference indicated will remain in effect until it is superceded by a revised form with a more recent date OR until the department decides to discontinue offering compensatory time off as a method of compensation for overtime.

- I **agree** to accept compensation for overtime in the form of compensatory time off.
- I **do not agree** to accept compensation for overtime in the form of compensatory time off.

Name (Print) _____

Signature _____

Department _____

Date _____