

Oregon Federation of Nurses and Health Professionals



Important Information about Breaks

What are the basic requirements for rest breaks?

KP provides workers with one (1) paid, uninterrupted 15-minute rest break for every 4-hour segment or major portion thereof in the work period. The rest break should be given in the middle of each segment, whenever possible.

What does "major portion" of four hours mean?

Any segment over two hours. When a segment exceeds two hours, a rest break must be provided.

How do I calculate the number of rest periods that should be scheduled in one day?

Determine the total work period (excluding meal periods) and count the number of 4-hour segments or major portions of 4 hours in the period.

Example: Chelsea works exactly two hours, 9-11am. Since this is not the major portion of 4 hours, no break is required.

Example: Lilah works 2.5 hours, 9-11:30am. This is the major portion of four hours, so she must receive one paid break.

Example: Alan works from 8am-4:30pm and takes a 30-minute unpaid meal period at noon. His work period is 8 hours, which contains two 4-hour segments. Therefore, Alan must receive two 15-minute paid rest breaks in his work day, one near 10am and one near 2:30pm.

Example: Erika works from 8am-6:30pm. She takes a 30-minute unpaid lunch, so her work period is 10 hours. Since her work period contains two 4-hour segments, Erika must receive two paid rest breaks. The remaining 2-hour segment is not a major portion of four hours and therefore does not require a third rest break. Note, however, that if she worked until 6:45pm, a third break would be required.

Must the rest breaks always be scheduled in the middle of each four-hour segment?

Rest breaks must be given as close to the middle of the work segment as possible, unless the nature or circumstances of the work prevent it. If the nature or circumstances prevent the employee from taking the break at the appointed time, the employee must still receive the required break, but may take it at another point in the work period.

Note: A Letter of Agreement attached to the Professional contract in 2007 provided employees the opportunity to choose to schedule their breaks concurrent with their meal periods (i.e., two 15-minute breaks and a 30-minute lunch break, combined for a total 60-minute break, paid for 30 minutes).

Rest Breaks and Meal Periods Based on Length of Work Period

Work Period	Number of rest breaks	Number of Meal periods
2 hrs or less	0	0
2 hrs, 1 min - 5 hrs, 59 mins	1	0
6 hrs	1	1
6 hrs, 1 min - 10 hrs	2	1
10 hrs, 1 min - 13 hrs, 59 mins	3	1
14 hrs	3	2
14 hrs, 1 min - 18 hrs	4	2
18 hrs, 1 min - 21 hrs, 59 mins	5	2
22 hrs	5	3
22 hrs, 1 min - 24 hrs	6	3

If you have questions, if you are not properly scheduled for breaks or lunch, or if you are forced to have them at times other than scheduled, please call Contract Specialist Denise McKay at dmckay@ofnhp.org or 503.758.2287.



A Union of Professionals

OFNHP / AFT Healthcare NW Local 5017 • 2045 SE Ankeny St., Portland, OR 97214
503-657-9974 • www.ofnhp.org itsmyunion@ofnhp.org