



**APER**

SUPPORTING MANAGERS





APER'S MISSION IS TO REPRESENT AND DEFEND  
MANAGERS WORKING IN QUEBEC'S HEALTH  
AND SOCIAL SERVICES SECTOR.

# SUPPORT, TRAIN, ADVOCATE.

## **APER: THE VOICE OF MANAGERS IN QUEBEC'S HEALTH AND SOCIAL SERVICES SECTOR**

Founded in 1973, APER is a bilingual professional association representing managers in Quebec's Health and Social Services Sector. We are proud to provide members with personalized professional services including legal advice, conflict resolutions tips, contract negotiation support, counseling and professional development training.

APER actively represents the interests of members during negotiations with the Ministry of Health and Social Services (MHSS).

APER's non-confrontational approach means we are well respected by employers and the MHSS.



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TODAY

# APER'S VALUES



## **ACTION**

APER is proud to be recognized for its professionalism and ability to achieve meaningful results for its members.



## **COMMITMENT**

APER's team prides itself on being proactive and engaged as well as dedicated to providing members with quality services.



## **CONSENSUS**

APER favours a win-win approach when resolving disputes.



## **EXPERTISE**

A legally recognized association, APER is known for its thorough understanding of Quebec's labour laws and its meticulous work.



## **SOLIDARITY**

APER unites Health and Social Services managers from across Quebec.



## APER'S SERVICES:

# LABOUR RELATIONS & LEGAL REPRESENTATION

APER is an indispensable ally during every stage of your career. We're just a phone call away when you have questions or need support and advice regarding your rights, responsibilities and working conditions.

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APER gives you access to a group of lawyers and specialized consultants who are extremely knowledgeable about labour laws and standards and compensation packages.

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APER provides you with advice, support and representation during discussions and negotiations with your employer.

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When you must respond to letters and/or agreements APER will assist you and provide you with reference documents, information on network management practices and other materials as required.

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I SINCERELY THANK THE TEAM AT APER FOR ITS SUPPORT AND ADVICE AND FOR LISTENING TO ME. YOU HELPED ME LEAVE MY JOB WITH DIGNITY.

KARINE  
Health Care Manager

# APER SUPPORTS YOUR PROFESSIONAL DEVELOPMENT

To better support your professional development, APER provides training through conferences and seminars and offers coaching and mentorship programs.

## **CONFERENCES**

APER organizes conferences on a variety of topics to allow members to update their skills, gain an understanding of current issues and learn management best practices.

## **ON-SITE SEMINARS**

Upon request, APER's staff comes to your workplace to meet with managers in order to provide information on: working conditions, insurance and benefits, retirement planning, pay equity, workplace harassment and bullying and various other topics.

## **COACHING AND MENTORSHIP**

APER offers one-on-one coaching and if you'd like we will pair you with a mentor.

# APER IS YOUR ADVOCATE

APER represents you on various Health and Social Services committees:

- PPMP (RRPE) retirement committee,
- SSQ insurance committee,
- The committee responsible for modernizing the classification system,
- The committee looking at working conditions,
- The Pay Equity Committee,
- The Coalition for Retirement and Insurance (CERA),
- The Management Manpower and Professional Development Committee.

APER also speaks up for members by:

- Tabling proposals to the MHSS on various subjects.



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I AM HAPPY TO HAVE JOINED  
APER AS I WAS ISOLATED AT  
WORK. NOW I BELONG TO  
A PROFESSIONAL AND  
SUPPORTIVE ORGANIZATION.

MICHEL  
Social Services Manager

## SERVING MANAGERS

The Health and Social Services Sector is unique, particularly when it comes to your insurance coverage, pension plan, job classification, salary scale and working conditions. For less than the cost of a cup a coffee a day, you have access to a team of lawyers and specialized consultants who know your rights and responsibilities and will provide you with support, information and mentoring throughout your career.

# SOME OF THE MOST COMMON ISSUES AND QUESTIONS WE'VE HELPED MEMBERS RESOLVE INCLUDE:

- ✓ You've been promoted and want to know your new salary scale.
- ✓ You have questions about accepting additional responsibilities, an interim position or about your workload.
- ✓ Your employer is undertaking an administrative reorganization and your job might be abolished.
- ✓ You're on medical leave and would like to know about medical insurance.
- ✓ You've suffered a workplace accident and want information about compensation.
- ✓ You want an unpaid leave of absence to study or for a parental leave or compassionate leave.
- ✓ You want information about your pension plan and retirement funds.
- ✓ You want to know about progressive retirement.
- ✓ You have an employer or employee who is harassing or bullying you.
- ✓ You're having a dispute with an insurance company.
- ✓ Your employer wants to suspend or fire you and you need advice.



## OTHER BENEFITS OF BECOMING A MEMBER OF APER

APER's bilingual website is an up-to-date source of news and information on your working conditions, salaries and benefits, pension and retirement plans. Check it out at [aper.qc.ca](http://aper.qc.ca).

*Info-Cadre* is APER's free, bilingual e-newsletter. It provides you with the latest news and useful articles such as what to do if you: receive a disciplinary notice; are overlooked for a promotion; require a leave of absence. It also provides tips to help you develop your leadership skills and suggests ways to manage stress and find a better work-life balance.

When you join APER you also benefit from substantial discounts on various insurance products offered by La Capitale including home, car and recreational vehicle insurances.



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THE TEAM AT APER WAS VERY  
HELPFUL AND REASSURING  
DURING A VERY DIFFICULT TIME.  
I APPRECIATE ALL OF THE WORK  
YOU'VE DONE ON MY BEHALF.

MARIA  
Medical Records Manager

# JOIN APER. IT'S EASY.



## MEMBER APPLICATION FORM

Simply fill out the membership application and deduction at source form included in this brochure or downloadable on our website: [aper.qc.ca](http://aper.qc.ca).



## MAIL, E-MAIL

87A Boul. Marie-Victorin  
Candiac (QC) J5R 1C3  
Email: [association@aper.qc.ca](mailto:association@aper.qc.ca)



## HR

Drop the forms off with your human resources representative.

OR

If you need help or have questions about our membership fees, give us a call, we're happy to answer your questions.

Remember, as a manager in Quebec's Health and Social Services Sector, you have the right to join the association of your choice. Even if your workplace is associated with another organization, you can opt out and join APER. **We hope you decide APER is the right choice for you.**



# AUTHORIZATION TO DEDUCT MEMBERSHIP FEES AT SOURCE



Considering that article 3 of the « *Regulation respecting certain conditions of employment of officers of regional agencies of health and social services institutions* » allows the following:

The contribution rate is \$536.02 per year, payable in thirteen (13) installments equal to \$41.24 per four-week period. Payment of the amounts collected by the employer to the Association will be made within fifteen days following the end of each of the thirteen (13) accounting periods of the fiscal year.

Remittance of these amounts will have to be made to APER within 15 days following the end of each of the thirteen (13) accounting periods of the financial year.

The present authorization is revocable following a three-month period after your written notification has been received by APER.

I, undersigned: \_\_\_\_\_  
(PRINT YOUR NAME)

Authorize my employer: \_\_\_\_\_  
(PRINT NAME OF YOUR EMPLOYER)

Address: \_\_\_\_\_  
(PRINT ADDRESS OF YOUR EMPLOYER)

\_\_\_\_\_  
SIGNED

\_\_\_\_\_  
IN \_\_\_\_\_  
CITY

\_\_\_\_\_  
ON \_\_\_\_\_  
DATE



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