



AARHUS UNIVERSITY  
HEALTH

# **Salary agreement catalogue for staff at Health**

*Applicable for the period 1 April 2020 - 31 March 2023*

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## 1. Introduction

This salary agreement catalogue, technical/administrative staff salary agreements concluded at Aarhus University (AU), the attached local agreements at Health (HE), as well as relevant centrally negotiated agreements and legislation, constitute the overall basis for salary negotiation at HE. The salary agreements cover all staff at the faculty.

As part of the incentive structure, the objective of the catalogue is to ensure that local wage formation is based on known and transparent criteria in relation to granting supplements.

The purpose of the salary agreement catalogue is:

- To seek to ensure that employees' salary within the given framework corresponds to the work performance of the individual employee
- To create cohesion between strategy, personnel policy and salary
- To support openness and visibility in the process, criteria and results in connection with pay formation
- Emphasis is on equal treatment, as, in general, employees with comparable functions and qualifications etc. should have the same salary level, regardless of organisational placement and the source of the payroll funds.

The salary agreement catalogue builds on the principles of the framework agreement on new pay systems. The catalogue constitutes the framework for dialogue and negotiation between the department management team and the union organisations authorised to negotiate.

## 2. Overall pay structure

The starting point for remuneration of employees at HE is the collective agreements entered into between the state and the trade unions. The individual employee's salary is determined in accordance with a centrally agreed base salary which can be supplemented by centrally and locally agreed supplements, see Section 3. These supplements are linked to the particular qualifications and functions of employees. The supplements are negotiated locally and can be granted in connection with the appointment of employees as well as during employment at the annual salary negotiations, at which time an increase in previously granted supplements is also possible. There is an additional possibility to grant a one-off bonus in recognition of an exceptional effort.

Below are descriptions of the various forms of remuneration and types of supplements which are included in the composition of pay packages for employees at HE:

- Base salary and other pay elements laid down in relevant legislation and collective agreements
- Supplement for qualifications
- Supplement for responsibilities
- Recruitment and retention supplements
- Previously agreed supplements
- One-off bonuses
- Pension

In exceptional cases, it is possible to negotiate supplements that are not covered by the salary agreement catalogue and which exceed the head of department's mandate. These supplements are recommended by the head of department to the dean. The recommendation for approval by the dean is communicated by HR.

The criteria for allocating a pay supplement, as well as the amount, are specified under the respective salary agreements for the different types of appointment and the different collective agreement groups.

Individually negotiated supplements should be divisible by DKK 5,000 if possible.

## **2.1. Base salary and position-related supplements**

States the collective agreements in which the base salary is specified together with any specific position-related supplements granted for a certain type of position. For several types of position, the base salary is dependent on the employee's seniority. The base salary and specific position-related supplements are therefore non-negotiable, as they are an expression of the given employee's educational background and seniority.

## **2.2. Supplements for qualifications**

Are based on the employee's individual qualifications and competences in relation to the requirements associated with the position. Supplements for qualifications are pensionable, unless otherwise stated in the relevant collective agreement.

Supplements for qualifications are granted on the basis of employees' qualifications, competencies, and efforts, particularly within research, teaching, knowledge exchange and talent development, that support the overall strategy of HE, including the individual departments. Supplements are also granted on the basis of current agreements, including salary agreements for technical and administrative staff (TAP). Supplements are negotiated in accordance with the relevant collective agreement and, thus, generally by the union representative (except personally negotiated agreements and employees on individual contracts because they are not linked to a collective agreement etc.), see more in Section 3.

## **2.3. Supplements for responsibilities**

May be granted as supplements on account of extraordinary responsibilities that exceed the normal scope and responsibilities of the position and where no supplement for qualifications has already been granted as a result of the additional responsibilities. The supplement for responsibilities is granted for the period in which the function is undertaken and the supplement thus ceases without further notice when the function is no longer performed by the employee. The supplement for responsibilities is generally pensionable.

Granting any supplement for responsibilities that does not appear in this salary agreement catalogue requires the approval of the dean. The department head submits the request for a supplement for responsibilities to the dean via HR.

Management and employees have a joint obligation to ensure that the supplement for responsibilities at all times follows the responsibilities and that information on its termination is given to HR.

It is hoped that an overview of all supplements for responsibilities at HE will be prepared at some stage.

Supplements are negotiated in accordance with the relevant collective agreement and, thus, generally by the union representative (except personally negotiated agreements and employees on individual contracts because they are not linked to a collective agreement etc.), see more in Section 3.

## 2.4 Recruitment and retention supplements

In exceptional cases, when the labour market necessitates such action, the department head may recommend to the dean via HR that a special supplement be agreed with a view to recruitment and/or retention. The dean may at any time determine the amount of special individual supplements in connection with recruitment and/or retention.

Supplements and one-off bonuses are negotiated in accordance with the relevant collective agreement and, thus, generally by the union representative (except personally negotiated agreements and employees on individual contracts because they are not linked to a collective agreement, etc.), see more in Section 3.

### 2.4.1 Recruitment bonuses

Recruitment bonuses are granted as one-off bonuses. One-off bonuses are non-pensionable and are granted at present value.

### 2.4.2 Retention supplements

As a general rule, retention supplements are granted as supplements for qualifications and they are usually pensionable.

## 2.5 Previously agreed supplements covered by this salary agreement catalogue

HR ensures that all salary offers include previously agreed supplements prior to sending these to employees and union representatives.

The salary agreement catalogue applies from and including 1 April 2020. Pay supplements that are adjusted upwards in this catalogue and newly agreed supplements are therefore not applicable retrospectively, but only for agreements entered into after 1 April 2020.

All supplements are stated at annual 31.3.2012 level and are generally pensionable in accordance with the relevant collective agreement, unless otherwise stated. In general, supplement amounts are stated for full-time employment. For part-time employment, supplements are generally reduced by the same fraction as the level of employment in relation to full-time employment.

Any supplements granted pursuant to this salary agreement catalogue will not be renegotiated when granted. Relevant union representatives and/or trade unions will be notified by email from HR.

## 2.6. One-off bonuses

After negotiations, department heads may grant one-off bonuses up to a maximum value of **DKK 30,000** for an exceptional effort that has not already been recognised. The amount of the one-off bonus is dependent on the significance and scope of the effort and must always be agreed in relation to the specific circumstances. The one-off bonus is generally granted as part of the annual salary negotiation, but may also be agreed outside annual salary negotiations. The one-off bonus is taken from the same salary pool, regardless of whether it is granted at an annual salary negotiation or outside the annual negotiation. One-off bonuses are granted at present value and are non-pensionable.

Supplements and one-off bonuses are negotiated in accordance with the relevant collective agreement and, thus, generally by the union representative (except personally negotiated agreements and



employees on individual contracts because they are not linked to a collective agreement, etc.), see more in Section 3.

## **2.7. Pensions**

Pension contributions are paid on the basis of base salary and supplements in accordance with legislation and relevant central and local agreements.

## **3. Salary determination and negotiation**

Salaries are determined and negotiated on employment and in connection with annual pay negotiations. Negotiations are conducted in accordance with legislation, collective agreements and other agreements. By far the majority of negotiations are by the union representative (except personally negotiated agreements and employees on individual contracts because they are not linked to a collective agreement, etc.).

In the event of extensions with significant changes to the position, a salary negotiation will be initiated by the management via HR.

In the event of extensions without significant changes to the position, the salary will continue unchanged unless the union representative/personal negotiator initiates a salary negotiation.

When transferring from one position to another at Aarhus University, salary negotiation will be initiated by the management.

In the event of a new salary negotiation, previously granted supplements will lapse unless otherwise agreed.

The dean has authorised the head of department to set and negotiate salaries for the department's employees in accordance with the relevant agreements. The relevant agreements are described under each job type. The mandate of the head of department is stated in "individually negotiated supplements for special qualifications" or in the TAP salary agreements.

If the department head wants to grant a higher supplement than the specified maximum amount, a recommendation must be submitted to the dean via HR.

Together with/on behalf of the head of department, HR is responsible for salary negotiations in accordance with the procedures described in this salary agreement catalogue, relevant collective agreements/other agreements and/or legislation.

## **4. Academic staff (VIP)**

The appointment and salary level of PhD students is handled by PhD and Talent Administration at Health, Natural Sciences and Technical Sciences, while all other appointments and salary placements are handled by HR, HE.

### **4.1. PhD fellowship**

Supplements are granted and paid by the unit where the individual PhD student is employed. Whether the individual PhD student is granted a supplement is determined by individual negotiations between the trade union and the department management team, similar to the negotiations for other

supplements for qualifications. The head of department will consult with the principal supervisor prior to the negotiations.

#### Without authorisation supplements

Salary	Amount of supplement
Base salary	Pay scale according to appendix 5 of the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ) (Protocol on PhD fellows)
PhD supplement, the supplement is not pensionable	DKK 14,900
Supplement A (identical for all seniority levels)	DKK 24,500

#### With authorisation supplement, doctors, see [Section 7.1](#).

Salary	Amount of supplement
Base salary	Pay scale according to appendix 5 of the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ) (Protocol on PhD fellows)
PhD supplement, the supplement is not pensionable	DKK 14,900
Supplement A (identical for all seniority levels)	DKK 4,500
Authorisation supplement, see <a href="#">Section 7.1</a> .	DKK 20,000

#### With authorisation supplement, other, see [Section 7.1](#).

Salary	Amount of supplement
Base salary	Pay scale according to appendix 5 of the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ) (Protocol on PhD fellows)
PhD supplement, the supplement is not pensionable	DKK 14,900
Supplement A (identical for all seniority levels)	DKK 9,500
Authorisation supplement, see <a href="#">Section 7.1</a> .	DKK 15,000

It is not possible to grant a supplement A and a supplement for authorisation in accordance with Section 7.1. Supplements for authorisation are therefore set off against any supplement A.

The PhD student must be employed at Aarhus University for supplement A to be granted.

Supplement A (and any supplement for authorisation) compensates for the total difference in pay between the position as a research assistant and PhD fellow.

Crucial for granting supplement A is that external funding is available on the relevant PhD project. In other words, the graduate school does not grant any supplements.

#### 4.2. Research assistant

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ) or DNO (Danish Nurses Organisation) (MSc in Nursing)
Position-related supplement	DKK 37,200
Individually negotiated supplement for special qualifications	Up to DKK 30,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

### 4.3. Clinical assistant

HE no longer makes use of this job category in connection with employment of academic staff at HE departments.

### 4.4 Postdoc.

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement	DKK 49,300
Individually negotiated supplement for special qualifications	Up to DKK 40,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

### 4.5. Assistant professor (researcher)

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement	DKK 49,300
Individually negotiated supplement for special qualifications	Up to DKK 40,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

### 4.6. Tenure track (assistant professor)

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement	DKK 49,300
Individually negotiated supplement for special qualifications	Up to DKK 40,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

See also the section on [relocation expenses](#).

#### 4.7. Associate professor

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement	DKK 89,100
Previously agreed supplement (associate professor supplement)	DKK 40,000
Individually negotiated supplement for special qualifications	Up to DKK 40,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

#### 4.8. Professor in salary grade 37

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ) salary grade 37 or DNO (MSc in Nursing - pension 18%)
Position-related supplement	DKK 51,400
Previously agreed supplement (professor supplement)	DKK 15,000
Individually negotiated supplement for special qualifications	Up to DKK 45,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

Professors in salary grade 37 have the authority to negotiate pay on their own behalf.

#### 4.9. Professor in salary grade 38

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ) salary grade 38 or DNO (MSc in Nursing)
Position-related supplement	DKK 51,400
Previously agreed supplement (professor supplement)	DKK 15,000
Individually negotiated supplement for special qualifications	Up to DKK 45,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

The position of professor in salary grade 38 is regulated by the Ministry of Finance. HE currently has 12 salary grades and 38 positions. For a department head to recommend a professor for salary grade 38, the professor must meet the following criteria:

- He/she has established him/herself internationally as a leader in his/her field
- He/she has a strong international list of research publications

- He/she has contributed a particularly strong effort as a research director
- He/she has significantly contributed to the development of the faculty/school within research education, knowledge exchange and talent development.

Salary grade 38 positions are granted by recommendation by the department head to the dean via HR.

Professors in salary grade 38 have the authority to negotiate pay on their own behalf.

#### 4.10. Teaching assistant professor

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement 1st-2nd year*	DKK 34,100
Position-related supplement 3rd year+*	DKK 43,900
Individually negotiated supplements for special qualifications	Up to DKK 40,000

\* Either position-related supplement 1st-2nd year is given, or position-related supplement 3rd year+.

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

Supplements granted during employment as a teaching assistant professor are automatically included in the teaching associate professor position without renegotiation.

#### 4.11. Teaching associate professor

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement	DKK 71,800
Individually negotiated supplements for special qualifications	Up to DKK 40,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

### 5. Technical and administrative staff (TAP)

In connection with employing TAPs, the administrative centre manager/department head may negotiate:

Individually negotiated supplements for special qualifications	Up to DKK 25,000
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In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. section 2.

## 5.1. TAP salary agreements

TAP salary agreements are negotiated for the whole of AU, and therefore they also apply for HE. This salary agreement catalogue is a supplement to these central TAP salary agreements. In the event of any discrepancy between this salary agreement catalogue and TAP salary agreements, the TAP salary agreements prevail.

TAP salary agreements are framework agreements that define the minimum amounts of supplements and one-off bonuses.

The following is a summary of all TAP salary agreements and these should be referred to in connection with negotiations on any supplements arising from them.

AU joint TAP salary agreements	Amounts
KS	<ul style="list-style-type: none"> <li>• Supplements for qualifications, minimum DKK 15,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• For appointment as a bilingual secretary: Bilingual secretary supplement I: supplement for qualifications DKK 20,000 Bilingual secretary supplement II: supplement for qualifications DKK 20,000</li> </ul>
D-Bio	<ul style="list-style-type: none"> <li>• Supplement for qualifications, minimum DKK 10,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• Base salary advancement to biomedical laboratory scientist with specialist or consultant responsibilities may be agreed without simultaneously granting a minimum amount.</li> </ul>
Danish Confederation of Professional Associations (AC) Administrative officer	<ul style="list-style-type: none"> <li>• Availability supplement</li> <li>• First supplement for qualifications, minimum DKK 20,000 unless otherwise agreed.</li> <li>• Subsequent supplement for qualifications, minimum DKK 15,000 unless otherwise agreed.</li> <li>• Supplement for responsibilities, minimum DKK 15,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 12,000 unless otherwise agreed.</li> <li>• Academic coordinator, supplement for responsibilities, maximum DKK 25,000.</li> </ul>
PROSA (Danish Association of IT Professionals)	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 10,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> </ul>
Metal Assistant engineers	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 7,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• Local agreement for <a href="#">autopsy supplement</a> replaces agreement on the dirty work allowance.</li> </ul>
Skilled tradesman, dental technicians etc. Metal etc.	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 7,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• Local agreement for <a href="#">autopsy supplement</a> replaces agreement on the dirty work allowance.</li> </ul>
HK laboratory technicians	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 10,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> </ul>

	<ul style="list-style-type: none"> <li>• Advancement to a higher pay group may be agreed without simultaneously granting a minimum amount.</li> </ul>
HK office personnel, dental assistants and graphic designers	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 10,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• Advancement to a higher pay group may be agreed without simultaneously granting a minimum amount.</li> </ul>
TL Technical designers	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 7,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> </ul>
United Federation of Danish Workers, cleaning assistants	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 7,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> </ul>
United Federation of Danish Workers (3F Green)	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 7,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• Advancement to a higher pay group may be agreed without simultaneously granting a minimum amount.</li> </ul>
VSL cleaners	<ul style="list-style-type: none"> <li>• Pay supplement minimum DKK 7,000 unless otherwise agreed.</li> <li>• One-off bonuses, minimum DKK 10,000 unless otherwise agreed.</li> <li>• Advancement to a higher pay group may be agreed without simultaneously granting a minimum amount.</li> </ul>

The salary agreements for technical and administrative (TAP) staff listed below apply for the Faculty of Health. The individual agreements can be accessed at:

<http://medarbejdere.au.dk/administration/hr/lonadm/loenaftaler-tap/>

- Salary agreement for academic staff in administrative positions (AC TAP)
- Salary agreement for biomedical laboratory scientists (Danish Association of Biomedical Laboratory Assistants, DBio)
- Salary agreement for bilingual/trilingual secretaries (KS - The Union of Communication and Language Professionals, Denmark)
- Salary agreement for IT staff (PROSA - The Danish Association of IT Professionals)
- Salary agreement for administrative officers, dental surgery assistants and graphic designers (HK - National Union of Commercial and Clerical Employees)
- Salary agreement for laboratory technicians (HK - National Union of Commercial and Clerical Employees)
- Salary agreement for gardeners and animal technicians, incl. students (3F - United Federation of Danish Workers)
- Salary agreement for cleaning assistants and property service technicians etc. (3F - United Federation of Danish Workers)
- Salary agreement for skilled tradesmen and dental technicians etc. (3F - United Federation of Danish Workers and others)
- Salary agreement for assistant engineers and research technicians (3F - United Federation of Danish Workers and others)
- Salary agreement for technical designers etc. (Danish Association of Professional Technicians)
- Salary agreement for the Danish Federation of Salaried Employees in Service Trades – Guard and Security Employees (VSL)
- Salary agreement for cleaning assistants (Danish Federation of Salaried Employees in Service Trades)
- Salary agreement for public servants/staff with public servant status (Danish Association of Technical and Administrative Public Servants/Danish Union of Public Servants with the Ministry of Food, Agriculture and Fisheries and the Ministry of Education etc. (TAT/FFT))
- Salary agreement for agricultural technologists etc. (JID)
- Salary agreement for professional photographers (Danish Federation of Salaried Employees in Service Trades)

## 5.2. AC-TAP

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Individually negotiated supplements for special qualifications	Up to DKK 25,000, however at least DKK 20,000 and at least DKK 15,000 in connection with supplementary increases (administrative officer)

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

### 5.2.1. PhD supplement

If there is a negotiated pay supplement for a PhD degree which is deemed to be relevant for the position, an individually negotiated supplement for qualifications may be granted for a PhD degree of DKK 15,000. The supplement may be granted to those who are remunerated as an AC-TAP, special consultant and senior consultant with and without managerial responsibility.

### 5.2.2. Availability supplement

Where relevant, an availability supplement is granted with reference to relevant collective agreements.

### 5.2.3. Academic coordinator supplement

The academic coordinator supplement may be granted in accordance with the TAP salary agreement, if relevant for the position. The supplement may be granted to those who are remunerated as an AC-TAP, special consultant and senior consultant with and without managerial responsibility.

### 5.2.4. Supplement for responsibilities for academic staff in administrative positions (AC-TAP)

If a supplement for responsibilities is paid to employed TAPs paid in accordance with the Collective Agreement for State-Employed Academics (*Overenskomst for Akademikere i Staten*), IDA or DNO (Danish Nurses Organisation), as a rule the supplement is a minimum of DKK 15,000 unless otherwise agreed.

## 5.3. Special consultant

It has been agreed that the senior management team's description of special consultants etc. will be inserted here without this section or salary agreement catalogue otherwise having to be renegotiated.

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Base salary for special consultants, lower, according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Individually negotiated supplements for special qualifications	Up to DKK 40,000, however at least DKK 15,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

Special consultants negotiate on their own behalf.



#### 5.4. Senior consultant without personnel responsibility

It has been agreed that the senior management team's description of senior consultants etc. will be inserted here without this section or salary agreement catalogue otherwise having to be renegotiated.

Salary	Amount of supplement
Base salary	Base salary for senior consultants (without personnel responsibility), lower, according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Individually negotiated supplements for special qualifications	Up to DKK 40,000, however at least DKK 15,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

Senior consultants without personnel responsibility negotiate on their own behalf.

#### 5.5. Senior consultant with personnel responsibility

This job category applies for line managers, AC staff, secretariat managers, team leaders and similar with direct personnel responsibility, who are not managers covered by the framework agreement on contract appointment of managers. I.e. positions with personnel responsibility in salary grades 35 and 36 which have previously been covered by appendix 3 of the AC (Danish Confederation of Professional Associations) collective agreement (under salary grade 37/pay group 1) and positions with personnel responsibility such as special or senior consultants which have previously been covered by appendix 4 of the AC (Danish Confederation of Professional Associations) collective agreement. This job category came into force with effect from 1 October 2018. There are no longer any procedural requirements for setting up the position.

Salary	Amount of supplement
Base salary	Base salary for senior consultants with personnel responsibility according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Individually negotiated supplements for special qualifications	Up to DKK 40,000

In addition, it is possible to obtain additional individually negotiated supplements (dean), cf. Section 2.

In addition, a supplement for qualifications or performance of special functions may be agreed with the employee, although it is not possible to negotiate a supplement for responsibilities for personnel responsibility.

Senior consultants with personnel responsibility negotiate on their own behalf.

#### 5.6. TAP salary grade 37

If the appointment is in an administrative position in salary grade 37, an application for a position number must be submitted to *Medarbejder- og Kompetencestyrelsen* (personnel and competencies agency). There are only few administrative positions in salary grade 37 that have to be approved by *Medarbejder- og Kompetencestyrelsen* (personnel and competencies agency).

Supplements and negotiation frameworks are described under point [5.2. Academic staff in administrative positions \(AC-TAP\)](#) is applicable for these positions.

## 6. Supplement for responsibilities

The section concerns both academic staff (VIP) and technical/administrative staff (TAP).

All supplements for responsibilities are stated at an annual 31.03 2012 level, they are generally pensionable and supplements are reduced proportionately for part-time employment.

### 6.1. Deputy head of department

A supplement for responsibilities is granted to deputy heads of department.

The supplement for responsibilities depends on the size of the department:

At the Department of Forensic Medicine a supplement of **DKK 10,000** is granted.

At the Department of Public Health and the Department of Dentistry and Oral Health a supplement of **DKK 45,000** is granted.

At the Department of Biomedicine and the Department of Clinical Medicine a supplement of **DKK 86,400** is granted.

Note, however, that the supplement is not granted to employees employed as senior consultants with personnel responsibilities under the Collective Agreement for State-Employed Academics (*Overenskomst for Akademikere i Staten*).

### 6.2. Centre director

A supplement may be granted for performing the function of centre director based on an individual assessment, in which special emphasis is on finances, external grants and the number of employees. The amount of these supplements is recommended by the head of department to the dean. The recommendation for approval by the dean is communicated by HR.

It is possible to agree that the centre director supplement is granted in full, regardless of the level of employment.

Note, however, that the supplement is not granted to employees employed as senior consultants with personnel responsibilities under the Collective Agreement for State-Employed Academics (*Overenskomst for Akademikere i Staten*).

### 6.3. Head of section

The head of section function is performed by a member of academic staff to whom the department head delegates personnel responsibility for a group of employees. In addition to the delegated management responsibility, which typically includes SDD responsibility, the head of section undertakes a number of clearly specified administrative tasks at the departmental level after agreement with the department head. The head of section reports to the head of department.

A supplement for responsibilities is granted for performing the function of head of section that depends on the scope of personnel responsibility involved.

For personnel responsibility for up to ten employees a supplement for responsibilities of **DKK 20,000** is granted.

For personnel responsibility for 11-25 employees a supplement for responsibilities of **DKK 40,000** is granted.

For personnel responsibility for more than 25 employees a supplement for responsibilities of **DKK 50,000** is granted.

Note, however, that the supplement is not granted to employees employed as senior consultants with personnel responsibilities under the Collective Agreement for State-Employed Academics (*Overenskomst for Akademikere i Staten*).

#### **6.4. Buildings manager**

The function of buildings manager is performed by a member of administrative staff to whom the department head delegates personnel responsibility for a group of employees. In addition to the delegated managerial responsibility, which typically includes SDD responsibility, the buildings manager performs a number of clearly specified administrative tasks at the departmental level after agreement with the department head. The buildings manager reports to the department head.

A supplement for responsibilities is granted for performing the function of buildings manager depending on the scope of personnel responsibility involved.

For personnel responsibility for up to ten employees a supplement for responsibilities of **DKK 30,000** is granted.

For personnel responsibility for 11 or more employees a supplement for responsibilities of **DKK 50,000** is granted.

Note, however, that the supplement is not granted to employees employed as senior consultants with personnel responsibilities under the Collective Agreement for State-Employed Academics (*Overenskomst for Akademikere i Staten*).

Pay supplements for the function of buildings manager at the Department of Forensic Medicine are paid according to section [12.8](#), and the supplements described in this section 6.4 do not therefore have to be implemented.

#### **6.5. Director of studies**

The aim is for the director of studies to teach on the degree programme as part of his/her responsibilities on a regular basis.

A supplement for responsibilities is granted for performing the function of director of studies for the degree programmes at Health. The size of the supplement is determined according to the number of student FTEs (Full Time Equivalents) on the basis of the rates in the collective agreement.

Up to 150 student FTEs:	<b>DKK 38,600</b>
151-599 student FTEs:	<b>DKK 46,600</b>
600-1,199 student FTEs:	<b>DKK 61,100</b>
More than 1,200 student FTEs	<b>DKK 87,300</b>

It is possible for an employee to act as director of studies for more than one study programme. A supplement for responsibilities is granted regardless of the number of director of studies functions. If an employee performs multiple director of studies functions, the amount of the supplement for responsibilities is based on the total of student FTEs. A director of studies who performs this function at several departments is granted a supplement by the department at which he/she is employed.

If the function of chair of the board of studies is also performed, a separate chair of the board of studies supplement is granted (see below).

## 6.6. Chair of the board of studies

For undertaking the responsibilities of chair of the board of studies a supplement for responsibilities of **DKK 25,000** is granted. The chair of the board of studies is elected for a three-year period.

## 6.7. Trainee responsible

A supplement for responsibilities of **DKK 10,000** is granted to a trainee responsible person (one trainee responsible per group) for performance of the function.

## 6.8. Chair of PhD committee

The form of remuneration depends on the employee's terms of employment.

### **All employees at Aarhus University**

The chair of the PhD Association is granted a supplement for responsibilities of DKK 10,000 per year for performing the duties of the chair.

### **If the chair is not employed by Aarhus University**

The chair of the PhD Association receives a fee of DKK 5,000 per election period (6 months) for performing the duties of the chair. The fee is paid proportionally if the chair does not hold the position for the entire election period.

Note that the fee is subject to tax.

## 6.9. Coordinator supplement

A person responsible for coordinating assignments will be remunerated separately with a supplement for responsibilities of up to **DKK 15,000** as assessed by the head of department/administrative centre manager.

The task of coordinator does not include personnel responsibility.

The aim is for future salary agreement catalogues to include examples of when this supplement is implemented and when it is not.

## 6.10. Union representative (and joint union representative)

A supplement for responsibilities is granted to union representatives representing five or more members, and is adjusted according to the number of employees represented.

The following is granted for representation of:

Five or more members	<b>DKK 7,000</b>
Twenty or more members	<b>DKK 14,000</b>
Fifty or more members	<b>DKK 22,000</b>
One hundred or more members	<b>DKK 25,000</b>
Three hundred or more members	<b>DKK 30,000</b>

One thousand or more members	<b>DKK 40,000</b>
Two thousand or more members	<b>DKK 50,000</b>

Allocation of the supplement for responsibilities is from HE HR. Following notification from the trade union, the supplement is granted for as long as the union representative function is undertaken by the employee.

The supplement for responsibilities is thus only granted to union representatives who are registered as union representatives authorised to negotiate.

The supplement for responsibilities is granted in full, regardless of the level of employment, if the employee in question is employed for 18½ hours per week or more.

Only one supplement for responsibilities may be earned as a union representative.

See also the Framework Agreement on granting supplements for responsibilities for union representatives.

### **6.11. Joint union representative for junior doctors (YL)**

For the joint union representative (FTR) for junior doctors (YL), a supplement for responsibilities of **DKK 30,000** is granted.

Allocation of the supplement for responsibilities is by HE HR following notification from the trade union. The supplement for responsibilities is granted for as long as the responsibilities are undertaken.

The supplement for responsibilities is thus only granted to the joint union representative for junior doctors (YL) who is registered as the union representative authorised to negotiate.

### **6.12. Autopsy supplement**

A local agreement on autopsy supplements has been entered into for forensic technicians at the Department of Forensic Medicine and for conservators at the Department of Biomedicine (appendix 15.9).

On appointment as a forensic technician and as a conservator at the departments mentioned above, a supplement for responsibilities of DKK 40,000 for work on autopsies is granted.

## **7. Previously agreed supplements for qualifications**

The section concerns both academic staff (VIP) and technical/administrative staff (TAP). The previously agreed supplements for qualifications are granted when the employee can document that they have attained the authorisation, education etc.

The supplements for qualifications are granted from the next first of the month following the submission of the documentation. Thus supplements for qualifications are not made retroactively.

### **7.1. Authorisation supplement**

The supplement is granted from the next first of the month after the employee has informed that the authorisation has been obtained and recorded in the authorisation registry, and in so far as it is relevant for carrying out the position in question. Authorisation supplements are pensionable and as a rule calculated as part of salary.

All authorisation supplements cease upon transfer to full professorship level.

### 7.1.1. Doctor

#### **Medical Doctor**

For medical doctors who obtain authorisation for independent practice, a supplement for qualifications of **DKK 20,000** is granted.

The supplement cannot be implemented for introduction research fellows, as they are employed as research assistants while writing their protocol. Even though the appointment may be made within the medical doctor field, it does not mean that the authorisation is a condition for preparing the protocol.

#### **Medical specialist**

For medical doctors who obtain authorisation as a medical specialist, a supplement for qualifications of **DKK 20,000** is granted.

Authorised medical specialists with the right to work independently are granted two supplements for qualifications of DKK 20,000.

### 7.1.2. Psychologist

#### **Psychologist**

For psychologists who obtain authorisation for independent practice, a supplement for qualifications of **DKK 20,000** is granted.

#### **Specialist psychologist**

Specialist psychologists who obtain authorisation as specialist psychologists and are employed as a specialist psychologist are granted a supplement for qualifications of **DKK 20,000**.

In other words, authorised specialist psychologists are granted two supplements for qualifications of DKK 20,000.

### 7.1.3. Veterinarian

#### **Veterinarian**

For veterinarians who obtain authorisation for independent practice, a supplement for qualifications of **DKK 15,000** is granted.

#### **Specialist veterinarian/ animal specific veterinarian**

For veterinarians who obtain authorisation as specialist veterinarians or animal-specific veterinarians, a supplement for qualifications of **DKK 20,000** is granted.

Authorised specialist veterinarians/animal-specific veterinarians are thus offered two supplements for qualifications of DKK 15,000 and DKK 20,000 respectively.

### 7.1.4. Dentist

The structure of the authorisation of dentists has been changed at national level, and the following does not fully reflect these changes. It has been agreed that a new section 7.1.4 on supplements for authorised dentists be drawn up and that a new section 7.1.4. can replace the current section following discussions

with the current working group without this entailing renegotiation (or termination) of the entire salary agreement catalogue.

### **Dentist**

For dentists who obtain authorisation, a supplement for qualifications of **DKK 15,000** is granted.

The supplement **cannot** be granted to dentists in further education positions.

### **Dental specialist**

For dental specialists who obtain authorisation as a dental specialist, a supplement for qualifications of **DKK 20,000** is granted.

Authorised dental specialists are thus granted two supplements for qualifications of DKK 15,000 and DKK 20,000 respectively.

## **7.1.5. Clinical dental technician**

### **Clinical dental technician**

For clinical dental technicians who obtain authorisation, a supplement for qualifications of **DKK 15,000** is granted.

## **7.2. Specialist programmes**

Supplements for qualifications are granted from the earliest first of the month after the employee has announced that the degree programme has been completed and been finalised. Supplements are only granted if the degree programme is relevant for performance of the position in question.

All supplements granted pursuant to this section will be discontinued on transition to professor level.

### **7.2.1. Diploma degree programme for National Union of Commercial and Clerical Employees (HK) office personnel, dental assistant, graphical personnel, HK laboratory technician and biomedical laboratory scientist**

For the documented completion of a diploma degree programme for the above, a supplement for qualifications of **DKK 15,000** is granted insofar as the programme is relevant for the position.

### **7.2.2. Dental hygienist with full diploma degree programme**

For dental hygienists with the two-year dental hygienist diploma who document completion of the full diploma degree programme, a supplement for qualifications of **DKK 15,000** is granted.

### **7.2.3. Good Clinical Practice coordinator (GCP)**

On completion of and passing the GCP diploma degree programme or a similar theoretical GCP programme, a supplement for qualifications of **DKK 15,000** is granted (note: this applies regardless of whether the degree programme is in the form of employment or is acquired during employment).

GCP coordinators who are able to carry out independent monitoring are granted a supplement for qualifications of **DKK 15,000** for the function of GCP coordinator. The supplement is granted on employment to employees who can document at least one year of experience of independent monitoring.

Alternatively, the supplement may be granted after one year of employment, and after completing and passing a GCP diploma degree programme or a similar theoretical GCP degree programme.

#### **7.2.4. Master of Public Health (MPH)**

For a continuing education as Master of Public Health which has been completed and documented following the Master's degree, a supplement for qualifications of **DKK 15,000** is granted.

#### **7.3. Higher doctoral degree**

For attainment of a higher doctoral degree, a supplement for qualifications of **DKK 20,000** is granted. Supplements for the higher doctoral degree cease upon transfer to full professorship level.

#### **7.4. Day-to-day occupational health and safety manager at departmental level (LAMU)**

On delegation by the department head for the performance of the duties of day-to-day occupational health and safety manager at departmental level (LAMU), a supplement for responsibilities of **DKK 20,000** is granted.

#### **7.5 Pharmacist**

On employment, pharmacists are granted a supplement for qualifications of **DKK 9,300** in accordance with the collective agreement.

#### **7.6 Postgraduate fellow in psychology**

On employment in a postgraduate fellow in psychology position, the psychologist is granted a supplement for qualifications of **DKK 34,100** in accordance with the collective agreement. Employees in PhD fellowship positions cannot obtain the supplement.

#### **7.7 Biostatisticians and statistician**

In connection with new employment of academic staff in administrative positions as a biostatistician and/or a statistician, a supplement for qualifications of **DKK 30,000** is granted.

#### **7.8. Bioinformatician**

In connection with new employment of academic staff in administrative positions as a bioinformatician, a supplement for qualifications of **DKK 30,000** is granted.

### **8. Relocation expenses**

#### **8.1. Relocation expenses on submission of invoices**

As there may be considerable costs associated with relocation across national borders, in exceptional cases, expenses related to such relocation may be reimbursed.



Following a special grant provision in the Finance Act, AU may, after consulting the relevant head of department, in exceptional circumstances in connection with posting employed academic staff as well as in connection with the appointment of academic staff recruited abroad, reimburse documented and reasonable travelling and moving expenses, etc. for the employee in question and, to a limited extent, his or her accompanying family.

Otherwise, reimbursement of relocation expenses is not possible.

## 8.2. One-off payments for relocation expenses

In exceptional cases, after recruitment abroad and posting, it may be decided that a one-off payment be granted to cover establishment costs. These supplements are recommended by the head of department to the dean. The recommendation for approval by the dean is communicated by HR.

Establishment/posting allowance in the form of a non-pensionable one-off payment for staff recruited/posted abroad to cover relocation expenses to and from Denmark	Up to DKK 50,000
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## 9. DEPARTMENT OF DENTISTRY AND ORAL HEALTH (DENT)

### 9.1. Principal dentist

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Position-related supplement (principal dentist)	DKK 75,500
Individually negotiated supplements for special qualifications	Up to DKK 40,000

### 9.2. Specialist teacher

Specialist teachers employed to teach on the dental assistant degree programme.

Salary	Amount of supplement
Base salary	Pay scale according to trade union agreement for specialist teachers employed at the School for Dental Assistants, Hygienists and Clinical Technicians (SKT)
Position-related supplement base pay scale 1-5*	DKK 16,650
Position-related supplement base pay scale 6-7*	DKK 22,750

\* Either position-related supplement base pay scale 1-5 or position-related supplement base pay scale 6-7.

A supplement for responsibilities for the coordinator function of **DKK 15,000** may be granted to specialist teachers at DENT when the following criteria are met:

- Coordination of a significant area (such as e.g. student guidance, timetabling, within the x-ray field, educational coordinator and also further education) and after agreement between the department head and the union representative for the area of employment in question

- Coordination of tasks between colleagues on behalf of the manager
- The coordinator has joint responsibility for providing new knowledge in the area (e.g. new rules and guidelines, best practices from other locations etc.)

### 9.3. Teaching assistant

Teaching assistants employed to teach on the dental hygienist degree programme.

Salary	Amount of supplement
Base salary	Pay scale according to trade union agreement for teaching assistants employed at the School for Dental Assistants, Hygienists and Clinical Technicians (SKT)
Position-related supplement	DKK 24,250

Teaching assistants are placed as a minimum at pay scale 2, if the employee has up to one year of relevant work experience. All pay scales are 1 yearly.

A supplement for responsibilities for the coordinator function of **DKK 15,000** may be granted to teaching assistants at DENT when the following criteria are met:

- Coordination of a significant area (such as e.g. student guidance, timetabling, within the x-ray field, educational coordinator and also further education) and after agreement between the department head and the union representative for the area of employment in question
- Coordination of tasks between colleagues on behalf of the manager
- The coordinator has joint responsibility for providing new knowledge in the area (e.g. new rules and guidelines, best practices from other locations etc.)

### 9.4. Dental hygienist

Salary	Amount of supplement
Base salary	Pay scale according to the agreement for dental hygienists at Aarhus University dated 11 November 2008
Previously agreed supplement	DKK 15,000

### 9.5. Dental surgery assistant

Salary	Amount of supplement
Base salary	Pay scale according to the trade union agreement for Office employees, laboratory technicians and IT employees (National Union of Commercial and Clerical Employees - HK)

Dental surgery assistants are placed at a minimum at pay scale 2.2.

### 9.6. Academic teaching staff

Academic teaching staff who teach on degree programmes for dental hygienist, clinical dental technician, dental surgery assistant and laboratory dental technician, and who are employed either as academic staff or as a teaching dentist, are granted one of the following supplements as a teaching

assistant professor or teaching associate professor. The head of department and the union representative negotiate the supplement.

<b>Salary</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Teaching assistant professor	DKK 43,900
Teaching associate professor	DKK 71,800
Individually negotiated supplements for special qualifications	Up to DKK 40,000

### **9.7. Dental technician**

Not yet described.

It has been agreed to work on a new section 9.7. on dental technicians which reflects the pay grades in which they are currently placed. It has also been agreed that the new section 9.7. will be introduced after discussions with the current working group without this entailing renegotiation (or termination) of the entire salary agreement catalogue.

### **9.8. Further education student**

Not yet described.

It has been agreed to work on a new section 9.8. on further education students which reflects the pay grades in which they are currently placed. It has also been agreed that the new section 9.8. will be introduced after discussions with the current working group without this entailing renegotiation (or termination) of the entire salary agreement catalogue.

### **9.9. Clinical instructor**

Not yet described.

It has been agreed to work on a new section 9.9. on clinical instructors which reflects the pay grades in which they are currently placed. It has also been agreed that the new section 9.9. will be introduced after discussions with the current working group without this entailing renegotiation (or termination) of the entire salary agreement catalogue.

### **9.10. Senior clinical instructor of dentistry**

Not yet described.

It has been agreed to work on a new section 9.10. on senior clinical instructors of dentistry which reflects the pay grades in which they are currently placed. It has also been agreed that the new section 9.10. will be introduced after discussions with the current working group without this entailing renegotiation (or termination) of the entire salary agreement catalogue.

## 10. DEPARTMENT OF CLINICAL MEDICINE (IKM)

### 10.1. Academic coordinator

An academic coordinator is generally employed as twenty per cent associate professor. In exceptional cases, the academic coordinator may be appointed as twenty per cent professor. Alternatively, an academic coordinator may be appointed by the department head from among the regional hospital's existing academic staff. The appointment is for a five-year period. The function is compensated as a starting point with an annual supplement for responsibilities of **DKK 60,000** regardless of the person's other terms of employment and level of employment.

<b>Salary (the example is at associate professor pay scale)</b>	<b>Amount of supplement</b>
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), IDA or DNO (MSc in Nursing)
Position-related supplement (associate professor)	DKK 89,100
Previously agreed supplement	DKK 40,000
Supplement for responsibilities (academic coordinator)	DKK 60,000 (irrespective of level of employment)
Individually negotiated supplements for special qualifications	Up to DKK 40,000

For an academic coordinator, a supplement for responsibilities of **DKK 60,000** is granted regardless of level of employment.

### 10.2. Course manager

For a course manager at the Department of Clinical Medicine, a supplement for responsibilities of **DKK 124,500** is granted irrespective of level of employment.

Appointment as a course manager presupposes that the course manager is qualified as an associate professor or professor and that the appointment will correspondingly take place as twenty per cent associate professor or twenty per cent professor, in accordance with qualifications and prior assessment at the time of appointment.

### 10.3 Clinical professor/Clinical professor and chair

Primarily at the Department of Clinical Medicine. Appointment as clinical professor or clinical professor and chair typically takes place with the employee being appointed as consultant at the university hospital or another medical institution with employment in a professorship on a fee basis at the Faculty of Health.

#### **Clinical professor**

The clinical professor is director of his/her own field of research and also has co-responsibility for undergraduate teaching as well as for the development of the clinical function within the department. The clinical professor is furthermore the responsible specialist consultant in the clinical department.

Base pay grade:

Base salary: No pay is disbursed by Aarhus University, but remuneration is paid as the employment is as a senior hospital physician in the Region.

The remuneration for a clinical professorship is **DKK 172,700** regardless of the level of employment/scope of the assignment.

### **Clinical professor and chair**

The clinical professor and chair is the leading professor within an area of medical specialisation and has the overall responsibility for research and undergraduate teaching within the medical speciality with a special co-responsibility for the academic development of the medical speciality. The professor is also responsible for the medical speciality in the clinical department. As a point of departure, the position of clinical professor and chair is permanent.

Base pay grade:

Base salary: No pay is disbursed by Aarhus University, but remuneration is paid as the employment is as a senior hospital physician in the Region.

The remuneration for a clinical professorship is **DKK 172,700 regardless of the level of employment/scope of the assignment.**

### **Special qualifications may be subject to negotiation:**

The department head may, regardless of the level of employment for the employee, negotiate a supplement for qualifications for a clinical professor/clinical professor and chair up to a maximum of **DKK 45,000**. The supplement is granted in full regardless of the degree of affiliation at AU.

## **11. DEPARTMENT OF PUBLIC HEALTH (PH)**

### **11.1. Degree programme director (Department of Public Health)**

The degree programme director undertakes coordination and administrative tasks in relation to specific degree programmes at the department. The function is performed in collaboration with the director of studies, as he/she has delegated part of the director of studies' tasks to the degree programme director. In 2014, the Dean's Office approved this delegation.

For the performance of the function of degree programme director a supplement for responsibilities is granted. This is determined in increments of **DKK 5,000**. A maximum supplement of **DKK 20,000** per programme may be granted to a degree programme director.

## **12. DEPARTMENT OF FORENSIC MEDICINE**

Positions at the Department of Forensic Medicine comprise a special employment category. The composition of pay packages reflects the particular challenges faced in recruitment to these positions.

### **PhD supplement**

For all of the following technical/administrative staff positions at the Department of Forensic Medicine, a supplement for qualifications of **DKK 15,000** is granted at the time of obtaining a PhD degree.

### **Authorisation supplements**

Note in particular that [section 7.1](#) regarding authorisation supplements applies to all of HE, including the Department of Forensic Medicine.

## 12.1. Forensic chemist/analytical chemist (technical/administrative staff)

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Position-related supplement (low rate):	DKK 50,000
Position-related supplement (high rate)	DKK 83,000

For new appointments of forensic chemists and analytical chemists, either the low rate or the high rate of position-related supplement is granted on the basis of the following criteria:

Position-related supplement (low rate): **DKK 50,000** for chemists with competences/qualifications in relation to the work of a forensic chemist

Position-related supplement (high rate): **DKK 83,000** for chemists with significant competences/qualifications in relation to the work of a forensic chemist

## 12.2. Junior doctor

Junior doctors may be employed in an introductory position or as a medical doctor in an unclassified position (technical/administrative staff). As a rule this will apply to fixed-term positions.

### 12.2.1 Medical doctor in introductory position/unclassified position (technical/administrative staff)

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Previously agreed supplement 1st-2nd year of seniority	DKK 39,800
Previously agreed supplement 3rd-4th year of seniority	DKK 44,800
Previously agreed supplement 5th+ year of seniority	DKK 59,900
On duty doctor supplement for responsibilities (appendix 15.8)	DKK 21,000
Individually negotiated supplements for special qualifications	Up to DKK 20,000

### 12.3. Medical doctor in main speciality training position (technical/administrative staff)

Salary and job advertisements are determined by the regional councils for postgraduate medical training.

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Previously agreed supplement	DKK 59,900
On duty doctor supplement for responsibilities (appendix 15.8)	DKK 21,000

### 12.4. Medical specialist in forensic medicine (technical/administrative staff)

Salary	Amount of supplement
Base salary	Special consultant, lower, according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Supplement for responsibilities (medical doctor)	DKK 114,100
On duty doctor supplement for responsibilities (appendix 15.8)	DKK 21,000

### 12.5. Specialist in forensic medicine who obtains an associate professor assessment (and undertake associate professor obligations) (technical/administrative staff)

Salary	Amount of supplement
Base salary	Special consultant, lower, according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Supplement for qualifications for associate professor qualifications	DKK 89,100
Supplement for responsibilities (medical doctor)	DKK 114,100
On duty doctor supplement for responsibilities (appendix 15.8)	DKK 21,000
Individually negotiated supplements for special qualifications	Up to DKK 40,000

## 12.6. Deputy state-appointed forensic pathologist (academic staff)

Employment as a deputy state-appointed forensic pathologist is conditional on positive assessment at a minimum of associate professor level and can only take place after approval of the job advertisement and appointment by the Danish Ministry of Justice.

### After appointment based on positive assessment as associate professor:

Salary	Amount of supplement
Base salary	Pay scale according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Position-related supplement	DKK 89,100
Previously agreed supplement	DKK 40,000
Deputy state-appointed forensic pathologist (non-pensionable)	DKK 208,215
Supplement for responsibilities (medical doctor)	DKK 114,100
Individually negotiated supplements for special qualifications	Up to DKK 40,000

### After appointment based on positive assessment as professor:

Salary	Amount of supplement
Base salary	Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> ), salary grade 37
Position-related supplement	DKK 51,400
Previously agreed supplement	DKK 15,000
Deputy state-appointed forensic pathologist (non-pensionable)	DKK 208,215
Supplement for responsibilities (medical doctor)	DKK 114,100
Individually negotiated supplements for special qualifications	Up to DKK 45,000

Upon appointment as deputy state-appointed forensic pathologist, the supplement for authorisation for independent work and the supplement for medical specialist authorisation will cease.

## 12.7. State-appointed forensic pathologist (academic staff)

Employment as a state-appointed forensic pathologist is conditional on positive professor assessment and can only take place after approval of the job advertisement and appointment by the Danish Ministry of Justice.

Salary	Amount of supplement
Base salary	Salary grade 37 according to the Collective Agreement for State-Employed Academics ( <i>Overenskomst for Akademikere i Staten</i> )
Position-related supplement	DKK 51,400
Previously agreed supplement	DKK 15,000
Deputy state-appointed forensic pathologist (non-pensionable)	DKK 317,731.50
Supplement for responsibilities (medical doctor)	DKK 114,100
Individually negotiated supplements for special qualifications	Up to DKK 45,000

Professors in salary grade 37 have the authority to negotiate pay on their own behalf.



## 12.8. Supplement for responsibilities

### **Buildings manager/head of section**

A supplement for responsibilities may be granted to a head of section or a buildings manager of an independent unit. In addition to personnel responsibility, the buildings manager or head of section also has budgetary responsibility.

As a buildings manager or head of section with personnel responsibility for up to ten employees, a pensionable supplement for responsibilities of **DKK 30,000** is granted.

As a buildings manager or head of section with personnel responsibility for 11-20 employees, a pensionable supplement for responsibilities of **DKK 50,000** is granted.

Note, however, that the supplement is not granted to employees employed as senior consultants with personnel responsibilities under the Collective Agreement for State-Employed Academics (*Overenskomst for Akademikere i Staten*).

### **Autopsies**

Forensic technicians receive an autopsy supplement.

### **Autopsies on the Faroe Islands and in Greenland**

Doctors who participate in the scheme described in appendix 15.6 receive supplements and special remuneration for this in accordance with the agreement attached as appendix 15.6.

## 13. Entry into force and termination

This salary agreement catalogue comes into force on 1 April 2020 and runs until 31 March 2023.

If necessary, parts of the salary agreement catalogue may be amended, deleted or new supplements agreed, without this being deemed to be a termination of the total salary agreement catalogue.

A salary agreement may be terminated by either party giving three months' notice to expire at the end of a month. If a single party terminates the agreement, the agreement is deemed to have been terminated for all parties.

If, in the event of collective agreement negotiations, supplements covered by this salary agreement are agreed, the affected parts of the salary agreement will lapse without notice, and the pay supplement will be replaced by the centrally agreed supplement.

### 13.1. Renegotiation

When renegotiating a salary agreement, all parties should endeavour to have into force for the new agreement on 1 April 2023.

## 14. Signatures

Prior to the negotiation of this salary agreement catalogue, a sparring group was appointed comprising the following members:

- Agnete Larsen, joint union rep at AU for FAS
- Steffen Junker, (former) joint union rep at Health for DM
- Bertha Beck Mortensen
- Inger Merete Paulsen

- Malene Hvid
- Heidi Kaastrup Müller
- Thomas G. Jensen, department head, Department of Biomedicine
- Birgitte Lüttge, clinical director, DENT

Date / 2020

\_\_\_\_\_  
Lars Bo Nielsen, dean

**The following signatories are collectively authorised to sign on behalf of the following organisations:**

Organisations belonging to the Danish Confederation of Professional Associations (AC), Danish Nurses Organisation (DNO) and organisations that are contracting parties to the technical and administrative staff salary agreements (see [Section 5.1](#)).

Date / 2020

\_\_\_\_\_  
Agnete Larsen

\_\_\_\_\_  
Steffen Junker

\_\_\_\_\_  
Bertha Beck Mortensen

\_\_\_\_\_  
Inger Merete Paulsen

\_\_\_\_\_  
Malene Hvid

\_\_\_\_\_  
Heidi Kaastrup Müller

## **15. Appendices**

A number of local agreements have been concluded for one or more departments at HE, which, together with other agreements, regulate employment and salary conditions for employees at HE.

### **15.1. Working clothes regulation, animal technician HE**

Agreement on working clothes regulation at the Faculty of Health, Aarhus University.

### **15.2. Weekend work etc., animal technicians at BioMed**

Agreement on working hours and remuneration of work by animal technicians (agricultural employees, gardener's assistants and experimental assistants), including working on Saturday/Sunday and on public holidays in laboratory animal facilities - experiment facilities at the Department of Biomedicine, Aarhus University

### **15.3. Pain relief, etc., animal technicians, Department of Clinical Medicine (CLIN)**

Agreement on remuneration for pain-relief tasks carried out by animal technicians (agricultural employees, animal technicians and experimental assistants), as well as other medical treatments of animals including welfare scores of animals at times outside normal working hours at Páskehøjgaard – the experimental facility at the Department of Clinical Medicine, Aarhus University.

#### **15.4. Flexitime agreement for laboratory dental technicians, DENT**

Agreement and practice description and flexitime, applicable to laboratory dental technicians, Central Laboratory, Department of Dentistry and Oral Health, Aarhus University with appendices.

#### **15.5. Dental hygienists HE**

Agreement for dental hygienists employed at Aarhus University

#### **15.6. Autopsies on the Faroe Islands and in Greenland, medical doctors, Department of Forensic Medicine**

Agreement on remuneration, etc. of forensic pathologists at forensic medicine departments at the University of Copenhagen, University of Southern Denmark and Aarhus University for the performance of autopsies on the Faroe Islands and in Greenland.

#### **15.7. Availability and on-call, craftsmen, Department of Forensic Medicine**

Agreement of 15 December 2015 between Aarhus University and the Danish Metalworkers' Union on availability and being on-call for craftsmen at the Department of Forensic Medicine.

#### **15.8. Duty doctor, medical doctors, Department of Forensic Medicine**

Agreement between junior doctors and Aarhus University, Department of Forensic Medicine, on remuneration for duty doctors (on-call time).

#### **15.9. Autopsy supplements, technicians and conservators, Department of Forensic Medicine and BioMed**

Local agreement for forensic medicine technicians, Department of Forensic Medicine and conservators, Department of Biomedicine.

#### **15.10. On-call medical specialists**

Agreement between junior doctors and Aarhus University, Department of Forensic Medicine, on remuneration for duty medical specialists (on-call time).

#### **15.11. Exemption agreement – reorganisation of time off**

See appendix 15.10.