



**Contra  
Costa  
County**

To: Board of Supervisors  
From: William Walker, M.D., Health Services  
Date: February 9, 2016

Subject: Add one Medical Social Worker II position and cancel one Registered Nurse-Experienced Level position in the Health Services Department

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21825 to add one (1) Medical Social Worker II (X4VH) position (\$5,373-\$6,531) and cancel vacant Registered Nurse-Experienced Level (VWXD) position #16227 (\$7,853-\$8,753) in the Contra Costa Health Plan division of the Health Services Department.

**FISCAL IMPACT:**

There are no additional costs associated with this action. There will be a cost savings of approximately \$39,198 annually with benefits, including \$9,466 in pension costs.

**BACKGROUND:**

Contra Costa Health Plan's Utilization Management/Authorization unit has identified a need for a Medical Social Worker II position to meet its mandated requirements. The duties associated with this position include but are not limited to: work collaboratively with the UM/Authorization Registered Nurses and Health Plan Authorization Representatives to gather information for referrals; manage interventions with families; develop treatment plans; follow cases in/out of hospital; exchange information with the RN so that clinical information can be documented and referrals

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/09/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: Candace Andersen, District II  
Supervisor  
Mary N. Piepho, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

ABSENT: John Gioia, District I  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 9, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Kristen Cunningham,  
957-5267

cc:



BACKGROUND: (CONT'D)

can be entered for approval/assignment to an appropriate vendor; work with families telephonically to gather information; provide support and intervention as needed; and understand the authorization process and its timelines The unit has identified the skill-set and associated duties of a Medical Social Worker II as being more appropriate than a Registered Nurse-Experienced Level to best accomplish the aforementioned tasks.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa Health Plan will not have adequate staffing to meet the mandated requirements of the Plan.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 No. 21825 HSD