



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: January 10, 2017

Subject: Add and cancel positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22013 to add two permanent full-time Quality Management Program Coordinator (VRHA) positions at salary level ZA-1961 (\$7,758-\$9,430), and cancel two vacant Utilization Review Coordinator (VWSD) positions #13253 & #13254 at salary level ZNS-1885 (\$7,629-\$9,274) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will have an approximate annual cost of \$7,086 with an estimated annual pension cost increase of \$1,384 already included. The cost will be funded entirely by Hospital Enterprise Fund I.

BACKGROUND:

The Health Services Department Safety & Performance Improvement unit has historically had a difficult time filling Utilization Review Coordinator (URC) positions because applicants lack the required Quality Management experience. This has left the department understaffed and overburdened as regulatory and compliance obligations increase. The department has recently lost two more UR Coordinator/Quality Managers to outside

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **01/10/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V 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: January 10, 2017

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

By: Rolanda Hartfield, Deputy

Contact: Shelanda Adams,
925-957-5263

cc:

organizations; further increasing the burden on the department. With the two difficult to fill vacancies, the demands of PRIME, and the regulatory/compliance obligations of Joint Commission, CMS, and CDPH the Safety & Performance

BACKGROUND: (CONT'D)

Improvement unit is in critical need of on-boarding candidates qualified to perform Quality Improvement duties. The Quality Management Program Coordinator position is an excellent avenue to bring qualified Quality Improvement personnel into the department. We are therefore requesting to cancel two full-time vacant URC positions and add two full-time Quality Management Program Coordinator positions.

CONSEQUENCE OF NEGATIVE ACTION:

If this action not approved, the department will not have the desired staffing identified to support their regulatory and compliance obligations.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

P300 No 22013