



Contra  
Costa  
County

To: Board of Supervisors  
From: William Walker, M.D., Health Services  
Date: August 1, 2017

Subject: Add and cancel positions in the Health Services Department

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22122 to add one (1) full-time Medical Staff Coordinator (VASC) position at salary plan and grade level 3R5 1246 (\$3,975 - \$4,831) and cancel vacant Clerk - Experienced Level (JWXB) position #13988 at salary plan and grade level 3RH 0750 (\$2,905 - \$3,605) in the Health Services Department. (Represented).

**FISCAL IMPACT:**

Upon approval, this action has an annual cost of approximately \$21,633 and includes \$5,224 in estimated pension cost. The cost will be entirely funded by Third Party revenues.

**BACKGROUND:**

The Health Services Department is requesting to add one full-time Medical Staff Coordinator (VASC) and cancel one vacant Clerk - Experienced Level position. The workload in the Residency Office has increased dramatically from 2010 to 2017 with an increase in the regulatory requirements for on-boarding and supporting up to forty (40) resident physicians. In addition, the scheduling work for resident family medicine clinics and supervising faculty has increased greatly, with an increase from 263 clinics per 4 week block in 2010 to over 300 clinics per week planned

APPROVE

OTHER

RECOMMENDATION OF CNTY

RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **08/01/2017**  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: August 1, 2017

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

By: June McHuen, Deputy

Contact: 925-957-5240

cc:



BACKGROUND: (CONT'D)

for 2018, an increase of approximately 15%. As well, there are additional different types of clinics scheduled by our office for residents.

Due to the diligent work of staffers, resident family medicine clinics are nearly never canceled at the last minute aside from sick call by the resident physician; of the hundreds of clinics scheduled, fewer than one per month is canceled. In the first ten months of the 2016-2017 academic year, our resident physicians staffed 70 Family Medicine clinics per week (at four clinical health centers) and had a total of approximately 21,000 patients scheduled in their Family Medicine clinics with over 17,000 completed visits.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the deliverable regulatory requirements for on-boarding, off-boarding, and supporting of resident physicians will not be achieved.

ATTACHMENTS

P300 No. 22122 HSD