



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: October 9, 2018

Subject: Add one (1) Health Services Reimbursement Accountant position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22353 to add one (1) Health Services Reimbursement Accountant position (VCTA) at salary plan and grade level ZA5-1854 (\$7,699 - \$10,318) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, there is an annual cost of approximately \$208,711 which includes pension costs of \$47,149. This is offset by a combined cost savings through consulting contract expirations and third party revenues.

BACKGROUND:

The Health Services Department is requesting to add one Health Services Reimbursement Accountant position allocated to its Finance Division. This position is necessary due to the increased complexity of cost claiming and audit protocols related to reimbursement within the Behavioral Health Division. Duties and responsibilities of this position include performing complex financial reimbursement work including preparing reimbursement reports and developing a new settlement structure due to changing the reimbursement process to a flat fee-for-services rate structure. Typical tasks include maintaining the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **10/09/2018** ☒ 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: October 9, 2018

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

By: June McHuen, Deputy

Contact: Jo-Anne Linares,
(925) 957-5240

cc:

necessary financial and statistical data required for the preparation of reimbursement reports, rendering technical advice and providing assistance to Behavioral Health managers in areas which impact reimbursement by third party payers.

BACKGROUND: (CONT'D)

This function is currently understaffed. Over the next 12-18 months, contractor services will be phased out with the functional activity transferred to the respective organization unit. This action is fully supported by cost offsets and external revenue.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Finance unit will continue to rely on contractors to perform complex reimbursement accounting work which impacts financial costs/reimbursements.

ATTACHMENTS

P300 22353 Add HS Reimb Acct