



**Contra
Costa
County**

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

Subject: Add two Utilization Review Coordinator positions and cancel two vacant Mental Health Clinical Specialist Positions

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22354 to cancel two vacant Mental Health Clinical Specialist positions #17477 and #17478 (VQSB) at salary plan and grade level TC-1384 (\$4,980-\$7,394) and add two permanent full-time Utilization Review Coordinator (VWSD) positions at salary plan and grade level ZN5-1885 (\$9,009-\$10,950) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, there is an annual cost increase of \$131,826 with pension cost of \$32,502 already included. The cost is fully funded by Mental Health Realignment.

BACKGROUND:

The Health Services Department is requesting to cancel two vacant Mental Health Clinical Specialist positions #17477 and #17478 and add two Utilization Review Coordinator positions allocated to Behavioral Health Division. These positions are necessary to ensure the appropriateness and evaluation of treatment with regards to concurring medical

☒ 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: Sabrina Pearson, (925)
957-5240

cc:

conditions, prescribing of medications and identifying medical issues during the review of documentation for authorization of services. These duties are within the scope of

BACKGROUND: (CONT'D)

practice of Utilization Review Coordinators, and cannot be performed by a Mental Health Clinical Specialist.

The evaluation of medical condition of our consumers is required as part of the Utilization Review criteria for authorization of services and review of treatment plans.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Behavioral Health Division will not be properly staffed to provide appropriate level of health care services to consumers.

ATTACHMENTS

P300 22354 Add 2 Util Rev Coord_Cxl 2 MH Clinical Spec