



**Contra
Costa
County**

To: Board of Supervisors

From: Anna Roth, Health Services

Date: February 28, 2023

Subject: Reassign one (1) Patient Financial Services Specialist position in the Health Services Department

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 26121 to reassign vacant Patient Financial Services Specialist (V9VB) position #12448 at salary plan and grade 3RX-1176 (\$4,547 - \$5,806) from Department 0540 to Department 0460 in the Health Services Department.

FISCAL IMPACT:

Upon approval, this request will shift an approximate annual cost of \$123,846, with \$27,020 in pension costs already included, from the Contra Costa Regional Medical Center and Health Centers department to the California Children's Services (CCS) department within the Health Services budget agency. The funding source to offset the increased cost to CCS, includes 17.5% County allocation and 82.5% State/Federal CCS Funds.

BACKGROUND:

The Health Services Department is requesting to reassign one (1) vacant Patient Financial Services Specialist position from Department #0540 (Hospital Enterprise), Cost Center #6577 (Financial Counseling) to Department #0460 (Health Services-California Children's Services), Cost Center #5890.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **02/28/2023** ☒ 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
Ken Carlson, 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: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Health Personnel Unit,
925-957-5269

By: June McHuen, Deputy

cc: Dora Regalado

BACKGROUND: (CONT'D)

The position is an appropriate classification to support the program's needs with administrative tasks in determining financial eligibility for over 4,500 clients within the program. Duties and responsibilities include interviewing patients to identify sources of payment on all inpatient and outpatient accounts including possible eligibility for Federal, State and County assistance including Medicare, Medi-Cal, Basic Health Care, Short-Doyle, Health Coverage Initiative and Healthy Families programs; assisting patients in the completion of applications for various health coverage programs; and educating patients regarding available options to reimburse the County for health care services.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, this position will not be properly allocated to the California Children's Services program and will negatively affect program activities.

ATTACHMENTS

P300 No. 52148 HSD