



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Health System



DATE: January 12, 2012
BOARD MEETING DATE: January 31, 2012
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors

FROM: Jean S. Fraser, Chief, Health System
Susan Ehrlich, MD, MPP, Chief Executive Officer
San Mateo Medical Center

SUBJECT: Recommended Revision to the Salary Ordinance

RECOMMENDATION:

Adopt an Ordinance amending the Master Salary Ordinance to add and delete positions in the Health System.

BACKGROUND:

The position of Deputy Director of Acute Inpatient and Hospital Services in San Mateo Medical Center is no longer needed. The duties of this position have been incorporated into the duties of the Deputy Director of Inpatient Services, a position that has been vacant since April 2011.

DISCUSSION:

The Deputy Director of Inpatient Services classification covers the duties of both Hospital and Inpatient Services, while the Deputy Director of Acute Inpatient and Hospital Services does not have the same breadth, focusing on acute care only. The Health System recommends recruiting for the vacant Deputy Director of Inpatient Services to oversee all hospital and inpatient services. This position may also serve as the Chief Nursing Officer (CNO), a responsibility that has not been permanently assigned since April 2011 (as is required under Title 22).

The Ron Robinson Senior Care Center (RRSCC) no longer has a Clinics Manager as the position was deleted in 2008. The RRSCC has an operational need for Clinics Manager oversight. The cost of the Clinics Manager will be off-set by the savings realized from the deletion of the Deputy Director of Acute Inpatient and Hospital Services position. Adding a Clinics Manager will provide a level of oversight and guidance in the RRSCC.

The salary ordinance changes herein represent the:

- addition of one position; and
- deletion of one position.

Action: Delete: One (1) vacant position of D217, Deputy Director of Acute Inpatient and Hospital Services
Biweekly Salary: \$4,792.00 - \$5,989.60
Approximate Monthly Salary: \$10,382.67 - \$12,977.47

Add: One (1) vacant position of D036, Clinics Manager
Biweekly Salary: \$3,575.20 - \$4,468.80
Approximate Monthly Salary: \$7,746.27 - \$9,682.40

Explanation: This is the deletion of one vacant Deputy Director of Acute Inpatient and Hospital Services position. These changes represent an estimated annual salary and benefits reduction of \$54,756.00 with no change in the total number of authorized positions.

The Salary Ordinance amendment has been reviewed and approved by the County Counsel.

This Amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by accurately reflecting the now vacant position and the duties needed to successfully perform this job. It is anticipated that this change will help move patients seamlessly through the continuum of care, promote quality, achieve cost-effective outcomes, and decrease administrative days in acute care by 50%. Reduction in Administrative Days is a measure of successfully placing patients in a level of care appropriate to their diagnoses and conditions

Performance Measure:

| Measure | FY 2011-12 Actual | FY 2012-13 Projected |
|-----------------------------------|----------------------|-------------------------|
| Administrative days in acute care | 1333 | 660 days (50%) |

FISCAL IMPACT:

This action represents an estimated reduction in monthly salary and benefits cost of \$4,563.00 or an annual cost of \$54,756.00.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not meet the full costs of care are covered by the County's General Fund contribution to SMMC.

ORDINANCE NO.
BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,
STATE OF CALIFORNIA

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AN ORDINANCE AMENDING ORDINANCE NUMBER 04515

The Board of Supervisors of the County of San Mateo, State of California,
ordains as follows:

SECTION 1. Part 13 of the Ordinance is amended as indicated:

ORGANIZATION 66000 SAN MATEO MEDICAL CENTER

1. Item D217, Deputy Director of Acute Inpatient and Hospital Services is decreased by 1 position for a new total of 0 positions.
2. Item D036, Clinics Manager is increased by 1 position for a new total of 6 positions.

SECTION 2. The changes in this ordinance are effective at the start of the first pay period 30 days following adoption.