



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: ADMHS
Department No.: 043
For Agenda Of: 4/2/13
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Takashi Wada, MD, ADMHS Interim Director TW
Director(s)
Contact Info: Lyndi Swanson, ADMHS HR Manager, 681-4011

SUBJECT: Resolution Authorizing Special Duty Allowance for the PHF Medical Director

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: CEO

As to form: Yes

Recommended Actions:

Approve and authorize the Chair to execute a resolution, effective April 1, 2013, adopting an additional five percent (5%) special duty allowance for the PHF Medical Director, Psychiatrist (Class 006167) in the Alcohol, Drug and Mental Health Services Department.

Summary Text:

The County of Santa Barbara operates a Psychiatric Health Facility (PHF) for the care of individuals in need of psychiatric hospitalization. The PHF Medical Director reports to the Alcohol, Drug and Mental Health Services (ADMHS) Medical Director who provides oversight of all medical functions in the Department. In addition to providing leadership in terms of psychiatric services and PHF program development, the PHF Medical Director oversees fiscal, budgetary, and compliance responsibilities for the facility, ensuring compliance with Department of Health Care Services (DHCS) and Centers for Medicare and Medicaid Services (CMS) regulatory standards. The duties also include supervision of other Psychiatrists in the PHF unit. The requested Special Duty Allowance will provide additional compensation in consideration of the additional duties and responsibilities.

Background:

The Santa Barbara County PHF is a 16-bed facility that provides 24-hour inpatient care to individuals requiring psychiatric hospitalization. PHF services include psychiatry, clinical psychology, psychiatric nursing, social work, rehabilitation, drug administration, and appropriate food services. The PHF is licensed by the State Department of Health Care Services as a Psychiatric Health Facility. As a

participant in Medicare and Medi-Cal programs, the PHF must meet several specific criteria required by the California Health & Safety Code, including the conditions of participation for hospitals, pursuant to Part 482 of Title 42 of the Code of Federal Regulations.

In the spring of 2011, in order to conform to CMS requirements, the PHF by-laws were amended to include the creation of the PHF Medical Director position, separate from the ADMHS Medical Director. To meet this requirement, a Psychiatrist position has been filled and the individual is functioning as the PHF Medical Director. A preliminary assessment by the ADMHS consultants supports this action.

The PHF Medical Director will provide leadership of all psychiatric services delivered through the PHF, including overall coordination of patient care, case management, and coordination with hospital facilities. The PHF Medical Director also provides oversight of PHF program development, fiscal, budgetary, and compliance responsibilities for the facility to ensure compliance with state and federal (CMS) regulatory standards and provides direct supervision to other Psychiatrists assigned to the PHF facility.

Currently, positions assigned to the PHF receive a 5% Special Duty Allowance as provided by the Union of American Physicians and Dentist Memorandum of Understanding in recognition of the work environment at the facility. The recommended action will add an additional 5% special duty allowance for this position, in recognition of the increased administrative duties and supervisory responsibilities of the psychiatrist taking the role as the PHF Medical Director. The salary range for a psychiatrist is \$86.68 - \$99.47 hourly. There exists no separate supervisory psychiatrist classification.

Performance Measure:

The recommendation is primarily to ensure adherence to the Department of Health Care Services (DHCS) and the Centers for Medicare and Medicaid Services (CMS) regulatory requirements regarding supervision and acuity at the PHF facility.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

The estimated cost for remainder of Fiscal Year 12-13 is approximately \$3,378 and the cost is reimbursed from Medi-Cal and Medicare funds, as well as Mental Health Realignment funds. Any additional costs will be offset by salary savings achieved in the PHF program in the first quarter by the under filling of the PHF Medical Director position using temporary Psychiatrists. The additional cost for FY 13-14 is approximately \$14,000.

Staffing Impacts:

Approval of this request will not result in a need for any additional positions as ADMHS is utilizing a Psychiatrist position assigned to the PHF facility.

Special Instructions:

Please send a copy of the approved and signed resolutions to Andrea Johnson at adjohnson@co.santa-barbara.ca.us in CEO/HR.

Attachments:

Human Resources Resolution

Authored by:

Takashi Wada, MD ADMHS Interim Director

cc:

Jeri Muth, Human Resources Director

RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF AMENDING)
RESOLUTION NO. 09-223, AS AMENDED)
BEING THE SALARY RESOLUTION OF)
COUNTY OF SANTA BARBARA)

RESOLUTION NO. _____

WHEREAS, Salary Resolution No. 09-223 established a Classification and Compensation Plan, and authorized Departmental Position Allocations effective July 17, 2009; and

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 09-223, as amended, in the manner provided in this Resolution;

NOW, THEREFORE, IT IS HEREBY RESOLVED, AS FOLLOWS:

1. Resolution No. 09-223, adopted by the Board on July 14, 2009, is hereby amended by amending those portions identified below to read as follows, effective April 1, 2013:

Section 6. Specialized Duties

ALLOWANCES – The following allowances shall be paid only upon the written certification by the Department Head to the Human Resources Director of the names of the eligible employees.

a. Employees who are regularly assigned specialized duties, as authorized by the Department Head shall be paid an additional allowance of five percent (5%) of the basic salary assigned to their classification. The number of employees assigned to such specialized duties shall not at any time exceed the number authorized herein:

<u>Department</u>	<u>Classification Title</u>	<u>Maximum No. of Employees Authorized</u>
Alcohol, Drug and Mental Health Services	PHF Medical Director, Psychiatrist	1

2. Except as amended by this Resolution, Resolution No. 09-223, as amended, shall continue unchanged and in full force and effect.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this _____ day of _____, 2013
by the following vote:

AYES:

NOES:

ABSENT:

SALUD CARBAJAL, CHAIR
BOARD OF SUPERVISORS
COUNTY OF SANTA BARBARA

ATTESTS:
CHANDRA L. WALLAR
CLERK OF THE BOARD

By: _____ (SEAL)
Deputy Clerk