



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: Public Health
Department No.: 041
For Agenda Of: July 11, 2017
Placement: Departmental
Estimated Tme: 5 minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Carrie Topliffe, Interim Director,
Director: Public Health Department
Contact Info: Dana Gamble, Assistant Deputy Director. Ext. 5171
SUBJECT: Waiver of retirement exclusion for Nora Lewis, Health Care Practitioner, for
Primary Care and Family Health Division of the Public Health Department

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

CEO, Human Resources:

Approved: Yes

Recommended Actions:

That the Board of Supervisors consider the following:

- a) Approve and authorize the Public Health Department Director to hire retired Health Care Practitioner, Nora Lewis as Extra Help, to provide clinical services for an amount not to exceed \$30,000 for the period of July 12, 2017 through June 30, 2018; and
- b) In accordance with California Government Code Section 7522.56(f)(1), certify that the following Agreement with a retired County employee is necessary to provide critically needed services related to the provision of patient care within the Primary Care and Family Health Division of the Public Health Department (PHD), before 180 days have passed from the date of retirement; and
- c) Determine that the above actions are organizational and administrative activities of government that are not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(5) of the CEQA Guidelines.

Summary Text:

This item is on the agenda to request the Board allow retired Health Care Practitioner, Nora Lewis, be hired as Extra Help to assist with coverage during the 2017-2018 Fiscal Year. Nora Lewis was a Health Care Practitioner for the Santa Maria Health Care Center (SMHCC) for more than 20 years. She officially retired on February 10, 2017. During Nora's tenure, she served as a Health Care Practitioner in the Women's Health Program where, under the supervision of a physician, she delivered ongoing and comprehensive healthcare for women by providing well-woman care, reproductive and gynecological care, and prenatal and postpartum care. She was responsible for entering into the patient's electronic

health record complete and detailed patient histories and evaluations. She would also identify abnormalities and develop treatment plans, make referrals for further diagnosis and/or treatment; instruct and counsel patients and their families regarding matters pertaining to their physical health; order and interpret laboratory tests under the supervision of a physician; perform routine screening and laboratory techniques; and assist physicians in providing services to patients requiring continuing care, including reviewing and implementing treatment plans.

Since Nora’s retirement, the PHD has been unable to hire a qualified candidate to fill the position she left vacant. To cover her patients, we have increased the workload of remaining staff and used contract Health Care Practitioners. During the period of July 12 through July 21, we are unable to obtain other coverage, primarily due to vacations. Therefore, PHD is requesting that the Board allow Nora Lewis to be hired as Extra Help, commencing July 12, 2017, in order to provide patient care during the uncovered two week period in July and increase our coverage options throughout the remainder of the fiscal year. Nora is well-experienced and works smoothly with our women’s health team. Because she knows all of our workflows and our electronic health record, she will have no learning curve. Please note that a start of July 12 will place Nora 152 days from her retirement date.

Background:

Many health issues affecting both men and women affect women differently, e.g. osteoarthritis affects more women than men, women are more likely to have urinary tract problems, and the effects of sexually transmitted diseases can be more serious in women. Women also face unique health issues, such as pregnancy, menopause, and disorders of the female organs. Consequently, women’s healthcare is a specialty field. Additionally, the majority of the patients served by the Women’s Health staff in the Santa Maria Health Care Center are Hispanic women, many of whom face substantial socio-cultural obstacles to healthcare. Consequently, it is essential to have highly qualified, culturally informed providers to serve our local population’s needs.

Fiscal and Facilities Impacts

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Estimated Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other: Patient Service			
Revenues	\$ 30,000.00	\$ 30,000.00	
Total	\$ 30,000.00	\$ 30,000.00	\$ -

It is anticipated that Nora will be used for intermittent fill-in and will be hired at Step E for Health Care Practitioner as aligned with the County wage tables plus compensation for eligible mileage at Internal Revenue Services’ standard rates for an estimated cost not to exceed \$30,000 for her services to cover for provider vacancies. The funding for this Extra Help position is part of the Public Health Department Adopted FY 2017-18 Budget.

Waiver of Retirement Exclusion for Nora Lewis

Agenda Date: July 11, 2017

Page 3 of 3

Special Instructions:

Please send an electronic copy of the minute order to: phdcu@sbcphd.org

Authored by:

Dana Gamble, Assistant Deputy Director, Primary Care and Family Health