



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:** September 8, 2015  
**Placement:** Departmental  
**Estimated Tme:** 5 minutes  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Takashi M. Wada, Director and Health Officer, Public Health  
Director: Department  
Contact Info: Dan Reid, Assistant Deputy Director. Ext. 5173  
**SUBJECT:** Extra Help Services and Retirement Waiver for the Primary Care and Family Health Division of the Public Health Department

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**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:

- a) In accordance with California Government Code Section 7522.56(f)(1), certify that the appointment of retired County employee Carolyn Cahn, NP, is necessary to fill a critical need in the Primary Care and Family Health Division of the Public Health Department before 180 days have passed from her date of retirement.
- b) Approve and authorize the Public Health Department Director to appoint retired employee, Carolyn Cahn, NP, as an Extra Help employee to provide assistance with the conversion of the International Classification of Diseases (ICD) system on a part time basis limited to 200 hours of annual service.
- 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:**

Carolyn Cahn has been a Nurse Practitioner for the Franklin Health Care Center (FHCC) since August 1, 2005. She resigned from her position in September 2013, but officially retired on August 1, 2015. During Carolyn's tenure, she served as a Nurse Practitioner in the Women's Health Program where under the supervision of a physician she provided ongoing and comprehensive healthcare for women providing well-woman care, reproductive and gynecological care, and prenatal and postpartum care. She

was responsible of entering into the patient's electronic health record complete and detailed patient histories 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.

PHD is preparing for the International Classification of Diseases (ICD) version 9 to version 10 (ICD-10) to be implemented on October 1, 2015. To prepare for this conversion, PHD desires to hire Carolyn Cahn, NP as Extra Help to serve as an ICD-10 conversion consultant for the PHD. Carolyn has previously been employed by PHD and is familiar with the PHD Electronic Health Record patient information and content modifications necessary for ICD-10 compliance. Due to increased patient access and a current shortage of providers, utilizing Carolyn in this capacity in place of a current provider prevents the need to close scarce appointment slots on the current provider schedules.

Therefore, PHD is requesting that the Board allow Carolyn Cahn, NP, to work approximately 9 months following her retirement to coordinate with the PHD Electronic Health Record Manager, Clinical Standard Practices Committee and PHD ICD-10 Conversion Committee in the implementation and review of new ICD-10 policies. Carolyn is well-experienced with her background at PHD and would be a great asset with the transition to the ICD-10 system.

**Background:**

The International Classification of Diseases, or ICD, is used to standardize codes for medical conditions and procedures. The medical codes America uses for diagnosis and billing have not been updated in more than 35 years and contain outdated, obsolete terms. The entire nation on October 1, 2015 will upgrade from ICD-9 to ICD-10 coding for medical diagnoses and inpatient hospital procedures.

The switch to ICD 10 is mandatory as the Medicare claims processing systems will not have the capability to accept ICD-9 codes for dates of services after September 30, 2015, nor will they be able to accept claims for both ICD-9 and ICD-10 codes.

The implementation of ICD-10 will allow for better identification of illness and earlier warning signs of epidemics, such as Ebola or flu pandemics as well as support innovative payment models that drive quality of care.

**Fiscal Impacts:**

It is anticipated that Carolyn Cahn will be used for approximately 200 hours at a rate of \$46.565 per hour plus compensation for eligible mileage at Internal Revenue Services' standard rates for an estimated cost of \$9,500 for her services during the transition period. This Extra Help position will be funded from salary savings from current provider vacancies.

**Special Instructions:**

Please send an electronic copy of the minute order to: [phdcu@sbcphd.org](mailto:phdcu@sbcphd.org).

**Authored by:**

Dan Reid, Deputy Director, Primary Care and Family Health