

W. H. a.
03-10-15-14

AGENDA COVER MEMORANDUM

AGENDA DATE: October 15, 2003

PRESENTED TO: Board of County Commissioners

PRESENTED BY: Cindy Tofflemoyer, Personnel Analyst

AGENDA TITLE: IN THE MATTER OF CREATING THE CLASSIFICATION AND SALARY RANGE FOR PHYSICIAN

I. MOTION

MOVE APPROVAL OF ORDER _____ /IN THE MATTER OF CREATING THE CLASSIFICATION AND SALARY RANGE FOR PHYSICIAN

II. ISSUE

There is a need to establish a new classification in Health and Human Services. The position will be responsible for providing professional, comprehensive primary medical care and treatment services to a diverse population of patients in a clinic setting.

III. DISCUSSION

A. Background

This is a follow up item to an oral reference during the presentation of Board Order 03-10-1-12 (which established the Community Health Center Medical Officer, Clinical Health Services Coordinator and, Clinical Fiscal Services Supervisor classifications), of the need for Health and Human Services to establish two more classifications for the Community Health Center. The Lane County Department of Health & Human Services, Human Service Commission (HSC) Program, was awarded a competitive grant from the Federal Department of Health and Human Services to establish a Community Health Centers program. The job duties of this proposed classification have been identified as necessary to fulfill the business needs and grant specifications of the Clinic. In the future we may come to the Board with another classification that is still being developed.

B. Analysis

Human Resources (HR) surveyed Lane County's comparable counties of Clackamas and Multnomah for physician classifications. Clackamas's compensation rate for Physician is \$88,394-112,467; Multnomah's compensation rate for Physician is \$90,156-126,317.

HR point factored the Physician classification at range 59 (\$77,105.60-\$104,062.40) of our compensation plan. Internal equity was evaluated during the point factor analysis. Currently we do not have any classifications in range 59 of our compensation plan. The Physician will report to the Community Health Center Medical Officer classification (range 63 /\$85,113-\$117,811).

Budget:

Funding for these positions will be from federal grant revenues for the Community Health Centers awarded to the Department of Health and Human Services, Human Service Commission.

C. Alternatives/Options

1. Adopt the proposed classification and salary range as described above.
2. Reject the motion.

D. Recommendation

It is recommended that the Board of County Commissioners adopt the motion to establish the proposed classification and salary range for the Physician classification.

IV. IMPLEMENTATION/FOLLOW-UP

Following Board action, the department will begin the approved personnel process of hiring according to the timelines established by Health & Human Services, Human Service Commission.

V. ATTACHMENT

Board Order
Physician classification specifications

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

***)IN THE MATTER OF CREATING A
)CLASSIFICATION AND SALARY
)RANGE FOR PHYSICIAN***

WHEREAS, Human Resources has completed a review and point factor of the proposed Physician classification

WHEREAS, it is the intent of Lane County to properly classify positions with regard to duties and compensation; and

WHEREAS, changes to the classification and compensation plans require board approval; and

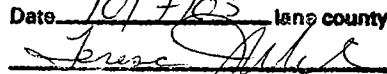
IT IS NOW HEREBY ORDERED that there be created the new classification of Physician:

Physician Range 59: \$ 77,212.80-104,062.40

DATED this ____ day of October 2003.

Peter Sorenson, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 10/7/03 lane county

OFFICE OF LEGAL COUNSEL

IN THE MATTER OF CREATING A CLASSIFICATION AND SALARY
RANGE FOR PHYSICIAN

LANE COUNTY

PHYSICIAN

DEFINITION

The Physician provides professional, comprehensive primary medical care and treatment services to a diverse population of patients in a public health clinic setting. The physician diagnoses and treats a wide variety of health problems, provides counseling and referrals for patients when appropriate, and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Community Health Center Medical Officer.

Exercises technical and functional supervision over technical and professional personnel.

EXAMPLES OF DUTIES - Duties may include, but are not limited to the following:

Medically evaluates patients and assesses their medical status in both the clinic and hospital setting.

Determines, establishes and administers an overall treatment program for patients and chronically ill clients.

Determines the clinical need for medications, and prescribes medications as part of a treatment program.

Provides information, consultation and assistance to other health care professionals.

Discusses case management practices and techniques with health care professionals.

Provides appropriate medical records documentation on all patients in accordance with policy.

Provides emergency treatment and after hours coverage

MINIMUM QUALIFICATIONS

Knowledge of:

Principles and practices of general, preventive and clinical medicine, surgery and pharmacology.

Federal, state and local health statutes, rules, regulations and ordinances.

Medical and nursing care standards.

Clinical aspects of communicable diseases and disease control measures.

Causes, treatment, prevention and/or early detection of communicable diseases, chronic diseases, handicapping conditions, mental illness and other disabling conditions.

Preventive medicine and sanitation

Standard laboratory tests and procedures

Medical records documentation and charting formats

Issues of medical ethics and liability.

Ability to:

Diagnose, treat and control diseases and physical injuries in a culturally sensitive manner for underserved populations.

Effectively gather, evaluate, and convey sensitive and confidential information.

To work with professional independence and use initiative and judgment in performing medical diagnostic and treatment services for the patient population.

Prepare concise, accurate and effective medical reports, recommendations, policies and procedures.

Implement clinic services within resource limits

Apply appropriate teaching and training techniques to improve nursing staff skills

To establish and maintain cooperative work relationships with patients, staff, peer groups, and varied agency and institutional representatives.

To develop therapeutic relationships with a wide variety of patients from diverse, educational, social, and cultural backgrounds.

Communicate effectively, both orally and in writing.

Experience and Training

Training:

Graduation from an accredited school of medicine with completion of a one-year internship and/or completion of residency program in a primary care setting.

Experience:

An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Special Requirements:

Possession of a valid State of Oregon license as a Medical Doctor (M.D.)

Eligibility for appointment to the medical staff at local hospitals.