

LMC Minutes
February 21, 2007

Clinical Ladder:

Clinical Ladder Task Force is nearing completion. The goal was to have a similar structure of the qualifying activities for the RN and RT ladders, including:

- a. Activities classified as major or minor
- b. Clarification of competencies required to meet/maintain
- c. Alternative substitutions when applicable i.e.: 2 minors substituting for 1 major
- d. Identification of activities that would be major to qualify, then become minor to maintain.

These ladder revisions will not apply to this year's evaluation but will be used moving forward. Once the revisions are complete and approved by LMC they will be posted on the UNOCH website under the Clinical Ladder tab.

RN Grid Placement Committee:

Approximately 145 of the nurses submitting surveys for grid placement will receive retro checks. Staff who were 'under-placed' will be fixed immediately, prior to signing their PAF's. Staff who were 'over-placed' will not have monies taken away, but will be fixed moving forward.

PCS Electronic Documentation Update:

Development of the electronic documentation system is back on track, with Esti Stevens as the new Project Manager. The go-live date has not yet been determined, but is expected to be late summer/early fall (this must occur prior to the onset of the winter season). The core group is currently tying up loose ends on the screens, and will soon move into testing them.

This system is user-friendly and will automatically link data to all places it is needed. The education plan is currently being developed (approximately 8 hrs. for RNs/RTs, less for SWs, Chaplains, etc.). Concurrently, RCHSD is in the selection process for the integrated delivery system needed to support our medical records processes; target date for this selection is March. This will be 5-year implementation plan that will be rolled-out to outpatient first, followed by inpatient.

Patient Visibility/ Safety Update - Status of Culture of Child Protection Cmte.

The Culture of Child Protection Cmte. has been disbanded, but the CM (Child Molestation) Task Force remains active. RCHSD is re-looking at the stringent standards, not related to the molestation issue, we impose on applicants through Occupational Health so that we do not lose potentially strong employees.

Incentive Issues:

Reconciliation of Timecards for PT Staff Working 4th Shifts within a Week

UNOCH is reviewing timecards to identify part-time staff that worked a 4th shift in a week and may not have been paid for an incentive shift. RCHSD and UNOCH will work off-line to reconcile timecards of part time staff working a 4th shift in a week.

Removal Social Security Numbers from Pay Stubs

Effective pay period ending 3/02/07 social security numbers will be removed from pay stubs with the exception of the last 4 digits. This change was made at the request of UNOCH due to personal security concerns.

Sign-On Bonuses

UNOCH requests clarification as to eligibility for a sign-on bonus. RCHSD currently has 3 recruitment bonuses in place:

- a. Sign-on bonuses are given for 'critical needs' (not for 'hard to recruit') positions. The details and pay schedule for all bonuses are found in the offer letter. It is currently \$2,500, paid half at 6 months, the remaining half at one year. HRD, working with Payroll, facilitates the payments. Department leadership does not need to do anything other than indicating eligibility on the job offer form that is sent to the recruiter initially.
- b. 'Critical needs' new hires are eligible for \$2,000 relocation assistance if they are moving from outside of San Diego County into San Diego County.
- c. The housing assistance bonus is only for traveler staff in Critical Needs positions that hire on as core employees in the department that they have been oriented into. This is a bonus check up to \$2,400.

All three of these bonuses are taxable income and will be pro-rated if hired into a part-time position. For further details and possible payment deviations on these bonuses, see PPM 213 and 214, and "Recruitment Incentives" in the HRD Cabinet.

**Verification of Flu Vaccinations for Staff Working for
RCHSD and Other Hospitals:**

We have some staff that receives their flu vaccinations outside RCHSD. In these instances, we need to have a system in place to validate that they have been vaccinated so that we are not unnecessarily requiring them to wear a mask during the winter season.