



BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

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District Two

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District Three

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District Four

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District Five

**Human Resources &
Development
COUNTY OF TULARE
AGENDA ITEM**

AGENDA DATE: February 12, 2008

Public Hearing Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Resolution, Ordinance or Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)						
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	
CONTACT PERSON: Eric Martin PHONE: 733-6266						

SUBJECT: Request to reclassify position #0707, Primary Care Practitioner, to a specialty position of Primary Care Practitioner T.

REQUEST(S):
That the Board of Supervisors:

1. Approve the job specification and reclassification of position #0707, Primary Care Practitioner, to a specialty position of Primary Care Practitioner T.
2. Approve the Personnel Resolution and amended compensation for the Primary Care Practitioner T classification to \$184,208.00 annually.
3. Approve the Side Letter of Agreement between the County of Tulare and the Professional Association of Tulare County Physicians (PATCOP).

SUMMARY:
This current allocated position #0707 Primary Care Practitioner is located at the Hillman Health Clinic in Tulare, CA. It has been determined by the Health & Human Services Agency that this position would be better utilized if the Board would reclass it as a specialty position titled Primary Care Practitioner T and allow the incumbent to focus on the high number of chronically ill patients at the clinic. This will enable optimal care throughout the week at the Hillman Health Clinic with a primary focus on high our risk patients. Reclassifying this position will allow the focus needed to accomplish maximum attention to the greatest necessities at the clinic. Meet and Confer has been completed.

SUBJECT: Request to reclassify position #0707, Primary Care Practitioner, to a specialty position of Primary Care Practitioner T.

DATE: February 12, 2008

FISCAL IMPACT/FINANCING:

There will be no fiscal impact at this time. The budgeted amount for Position #0707 is included in the approved FY07/08 budget.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Economic Well-Being initiative that promotes a quality standard of living by collaborating in developing and sustaining a well-qualified labor pool. This action by the Board would allow us the ability to fulfill this obligation and retain a highly qualified individual.

ALTERNATIVES:

Direct the Human Resources and Development department and the Health and Human Services Agency to propose alternatives.

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

Health & Human Services Agency
County Administrative Office
County Counsel

ADMINISTRATIVE SIGN-OFF:



Tim Huntley
Human Resource Director

cc: Auditor/Controller
County Counsel
County Administrative Office (3)

Attachment(s)

- 1) Job Specification
- 2) Side Letter
- 3) Personnel Resolution

BEFORE THE BOARD OF SUPERVISORS COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF

Request to reclassify and amend)
compensation to position #0707,)
Primary Care Practitioner, to a)
specialty position of Primary Care)
Practitioner T.)

RESOLUTION NO.

AGREEMENT NO.

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JEAN ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved the job specification and reclassification of position #0707, Primary Care Practitioner, to a specialty position of Primary Care Practitioner T.
2. Approved the Personnel Resolution and amended compensation for the Primary Care Practitioner T classification to \$184,208.00 annually.
3. Approved the Side Letter of Agreement between the County of Tulare and the Professional Association of Tulare County Physicians (PATCOP).

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF)
CLASS SPECIFICATIONS)
AND DESIGNATIONS)

RESOLUTION NO.
AGREEMENT NO.

UPON MOTION OF SUPERVISOR _____, SECONDED BY SUPERVISOR _____, THE
FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD
FEBRUARY 12, 2008, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: JEAN ROUSSEAU
 COUNTY ADMINISTRATIVE OFFICER /CLERK BOARD OF SUPERVISORS

By: _____
 Deputy Clerk

* * * * *

**ADOPTED THE FOLLOWING CLASS DESIGNATIONS AND SPECIFICATIONS EFFECTIVE
FEBRUARY 17, 2008:**

Primary Care Practitioner T, Item No. 034825, Salary Grade: 320 (\$184,208 Annual, Step 5), Bargaining Unit
16, Non-Competitive – At Will Service.

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF AMENDING THE) RESOLUTION NO.
POSITION ALLOCATION LISTING) AGENDA ITEM NO.

Upon Motion of Supervisor _____, Seconded by Supervisor _____

_____, the following amendments to the Position Allocation Listing were adopted at an official meeting of the Board of Supervisor held on February 12, 2008, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest: Jean Rousseau
County Administrator/ Clerk Board of Supervisors

By: _____
Deputy Clerk

This Board of Supervisors does hereby amend the Position Allocation Listing to add or delete the following positions:

HEALTH AND HUMAN SERVICES AGENCY # 142
Primary Care Practitioner
Effective: February 17, 2008

Org # 3011

Reclassify Add:

Item No.	Class Title	Number of Positions	FTE	Grade	Pos No.	WC Code	Dept ID	Sup ID
034825	Primary Care Practitioner-T	1	1.0	320	0707	8830	142302	019214

Reclassify Delete:

Item No.	Class Title	Number of Positions	FTE	Grade	Pos No.	WC Code	Dept ID	Sup ID
034822	Primary Care Practitioner	1	1.0	319	0707	8830	142302	019214

Prepared by: _____

PRIMARY CARE PRACTITIONER-T
[Non-Competitive (At-will)]
County of Tulare

DEFINITION

To examine, diagnose and treat patients referred to the Tulare County public health care clinics.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by the Health Services Director, or his/her designee.

Responsibilities may include direct and indirect supervision of mid-level providers. Provide medical direction for mid-level practitioners, nursing and other clinical staff.

DUTIES may include, but are not necessarily limited to:

Provide medical services in clinics in the field of Family Practice, Internal Medicine or Pediatrics.

Will be available to examine and manage patient care five days per week.

Examine, diagnose, prescribe and administer treatment to patients.

Jointly manage the general clinic appointment schedule with the nursing supervisor.

Determine necessity for referral and refer persons requiring special diagnostic procedures or treatments to appropriate sources.

Carry a disproportionately high level of clinically ill patients at risk of hospitalization.

Admit patients to area hospitals as necessary and in coordination with other physicians.

Act as supervising physician for one or two mid-level practitioners.

Maintain clinic records and prepare reports.

May act as consultant to the health care system.

Participate on committees of the medical staff such as Quality Assurance or Pharmacy and therapeutics as assigned by Assistant Director-Medical.

Perform related duties as assigned. (Essential duties may vary from position to position within this classification. Reasonable accommodation will be made when requested and determined by the County to be appropriate under applicable law.)

NECESSARY EMPLOYMENT STANDARDS

Knowledge of:

Principles and practices of current medicine including preventive medicine.

Skill/Ability to:

Perform medical diagnosis and treatment.

County of Tulare
PRIMARY CARE PRACTITIONER-T
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Analyze situations accurately and adopt an effective course of action.

Speak and write effectively.

Establish and maintain effective relationships with public, staff and private medical sector.

Education and Experience:

Any combination of education and experience that could likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Education:

Graduation from a medical school approved by the Board of Medical Quality Assurance.

Experience:

One year experience as an intern at a hospital approved by the Board of Medical Quality Assurance; completion of a residency in Pediatrics, Internal Medicine or Family Practice from a program approved by the American Board of Medical Specialties.

LICENSE OR CERTIFICATE

Possession of a valid Physician's and Surgeon's license issued by the State of California; Board eligible or certified in Family Practice, Internal Medicine or Pediatrics. Possession of, or ability to obtain an appropriate, valid California driver's license. Obtain a supervising physician certificate from the California Medical Board within the frame required by the Director of Health Services.

SPECIAL REQUIREMENTS

Possession of admitting privileges at a local hospital or hospitals as determined by the Health Services Director. Applicants may be appointed with immediate application of hospital admitting privileges; continued employment is contingent upon obtaining the specified privileges.

**Side Letter of Agreement
Between
the Professional Association Tulare County Physicians (PATCOP)
and
the County of Tulare**

The parties agree to reclassify one Primary Care Practitioner position to a single position classification of Primary Care Practitioner "T".

In addition to the regular duties of a Primary Care Practitioner, the Primary Care Practitioner "T", shall carry a disproportionately high level of clinically ill patients at risk of hospitalization. The position shall be available to examine and manage patients five days per week to optimize care for high-risk patients; and also be jointly responsible for general clinic appointment schedules along with the nursing supervisor. General direction shall come from the Director of Health Services, or his/her designee.

Due to the increased level of responsibilities, the parties agree to establish the rate of compensation at \$184,208.00 annually.

This agreement is subject to ratification by the Board of Supervisors. It is proposed that this agreement will be effective as soon as administratively possible upon ratification.



Ray Bullick, HHSA

Date



David Waterfill, PATCOP

11/16/08

Date



Tim Huntley, County of Tulare

1/22/08

Date