

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No.: PPPR Control No. 23-001)
 HRM Control No. 23-001)
 Adopts a Resolution to:)
 a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A)
 and B to retitle the Patient Account Representative I/II, Senior Patient Account)
 Representative, and Supervising Patient Account Representative classifications to Patient)
 Financial Services Specialist I/II, Senior Patient Financial Services Specialist, and)
 Supervising Patient Financial Services Specialist and adjust the base wage salary ranges as)
 indicated below;)
 b. Direct the Human Resources Department to implement the changes in the Advantage)
 HRM system.)

WHEREAS, the Service Employees International Union (SEIU) Local 521 requested a base wage compensation study of the Patient Account Representative classification series citing that there is no record that the wages of this classification series have been studied since the series was established; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Patient Account Representative II classification which determined that it is approximately 29.58% below the mean of the County’s comparable agencies and it is recommended to adjust the base wage salary of the Patient Account Representative II by the respective approximate percentage at top step and to maintain the current spread of the classification series; and

WHEREAS, it is further recommended to retitle the Patient Account Representative classification series to Patient Financial Services Specialist; and

WHEREAS, to implement the recommendations, the action requires the Personnel Policies and Practices Resolution No. 98-394 Appendices A and B to be amended; NOW, THEREFORE,

BE IT RESOLVED by the Board of Supervisors in and for the County of Monterey as follows:

- Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B are amended to retitle the Patient Account Representative I/II, Senior Patient Account Representative, and Supervising Patient Account Representative classifications to Patient Financial Services Specialist I/II, Senior Patient Financial Services Specialist, and Supervising Patient Financial Services Specialist and adjust the base wage salary ranges as indicated below:

Classification Title: Patient Financial Services Specialist I							Class Code	WG *	EEO Cat*	W/C *	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$24.319	\$25.656	\$27.067	\$28.556	\$30.126	\$31.632	\$33.214	80M01	18	OC	8810	J	N
\$1,945.48	\$2,052.48	\$2,165.36	\$2,284.45	\$2,410.09	\$2,530.59	\$2,657.12						
\$4,215	\$4,447	\$4,692	\$4,950	\$5,222	\$5,483	\$5,757						

*Provided for information purposes only.

Classification Title: Patient Financial Services Specialist II							Class Code	WG *	EEO Cat*	W/C *	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$26.209	\$27.650	\$29.171	\$30.775	\$32.468	\$34.091	\$35.796	80M02	18	OC	9043	J	N
\$2,096.72	\$2,212.04	\$2,333.69	\$2,462.04	\$2,597.44	\$2,727.31	\$2,863.68						
\$4,543	\$4,793	\$5,056	\$5,334	\$5,628	\$5,909	\$6,205						

*Provided for information purposes only.

Classification Title: Senior Patient Financial Services Specialist							Class Code	WG *	EEO Cat*	W/C *	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$30.142	\$31.800	\$33.549	\$35.394	\$37.341	\$39.208	\$41.168	80M03	17	OC	9043	J	N
\$2,411.38	\$2,544.00	\$2,683.91	\$2,831.52	\$2,987.25	\$3,136.61	\$3,293.44						
\$5,225	\$5,512	\$5,815	\$6,135	\$6,472	\$6,796	\$7,136						

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Classification Title: Supervising Patient Financial Services Specialist							Class Code	WG *	EEO Cat*	W/C *	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$34.660	\$36.566	\$38.577	\$40.699	\$42.937	\$45.084	\$47.338	80M04	17	OC	8830	F	E
\$2,772.79	\$2,925.28	\$3,086.16	\$3,255.89	\$3,434.96	\$3,606.70	\$3,787.04						
\$6,008	\$6,338	\$6,687	\$7,054	\$7,442	\$7,815	\$8,205						

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- The Human Resources Department is directed to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this _____ day of _____, 2022, by the following vote, to-wit:

AYES:
NOES:
ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book___ for the meeting on _____.

Dated: Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____, Deputy