

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

Resolution No.: PPPR Control No. 24-008)
HRM Control No. 24-008)

Adopt a Resolution to:)

- a) Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394)
Appendices A and B to create the classifications of Certified Health)
Information Management Coder-Inpatient and Certified Health Information)
Management Coding Supervisor with the salary ranges as indicated below)
effective January 27, 2024;)
- b) Amend the FY 2023-24 Natividad Medical Center Adopted Budget (Fund)
451-Dept. 9600-Unit 8363-Appropriation Unit NMC001) to reallocate eight)
(8) Health Information Management Coder II positions to eight (8) Certified)
Health Information Management Coder-Inpatient positions and one (1))
Health Information Management Coding Supervisor position to one (1))
Certified Health Information Management Coding Supervisor position as)
indicated in Attachment A effective January 27, 2024;)
- c) Direct the Human Resources Department to implement the changes in the)
Advantage Human Resources Management (HRM) System.)

WHEREAS, Natividad Medical Center (NMC) administration staff recently conducted a classification study to determine if there is sufficient market data to help support the creation of a certified journey- and supervisory-level Health Information Management Coder classification; and

WHEREAS, the study found that there was sufficient market data available to support the creation of a certified series to include the Certified Health Information Management Coder-Inpatient and Certified Health Information Management Coding Supervisor classifications; and

WHEREAS, to establish a salary for the new classifications, NMC completed an external base wage compensation analysis and found there were four (4) matches within the County's six (6) hospital comparable agencies for the certified journey level classification and three (3) matches within the County's six (6) comparable agencies for the certified supervisory level classification; and

WHEREAS, NMC recommends the reallocation of the Health Information Management Coder II positions to Certified Health Information Management Coder-Inpatient and the Health Information Management Coding Supervisor position to Certified Health Information Management Coding Supervisor;

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

1. The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B are amended to create the classifications of Certified Health Information Management Coder-Inpatient and Certified Health Information Management Coding Supervisor as indicated below effective January 27, 2024:

<u>Classification Title:</u> Certified Health Information Management Coder-Inpatient												
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$36.416	\$38.419	\$40.532	\$42.761	\$45.113	\$47.369	\$49.737	50T06	14	T	9043	J	Non-Exempt
\$2,913.31	\$3,073.53	\$3,242.56	\$3,420.90	\$3,609.03	\$3,789.49	\$3,978.96						
\$6,312	\$6,659	\$7,026	\$7,412	\$7,820	\$8,211	\$8,621						

*provided for information purposes only

<u>Classification Title:</u> Certified Health Information Management Coding Supervisor												
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$40.429	\$42.652	\$44.998	\$47.473	\$50.083	\$52.588	\$55.217	50T23	13	PP	9043	F	Non-exempt
\$3,234.29	\$3,412.17	\$3,599.83	\$3,797.81	\$4,006.68	\$4,207.01	\$4,417.36						
\$7,008	\$7,393	\$7,800	\$8,229	\$8,681	\$9,115	\$9,571						

*provided for information purposes only

- The FY 2023-24 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8363-Appropriation Unit NMC001) is amended to reallocate eight (8) positions from Health Information Management Coder II to Certified Health Information Management Coder-Inpatient and one (1) position from Health Information Management Coding Supervisor to a Certified Health Information Management Coding Supervisor position as indicated below effective January 27, 2024:

Class Code	Position Title	Position Number	Position Increase/ (Decrease)	Revised Total FTE by Title
50T03	Health Information Management Coder II	0001 0002 0003 0004 0005 0007 0008 0009	(8.0)	0
50T06	Certified Health Information Management Coder-Inpatient	0001 0002 0003 0004 0005 0006 0007 0008	8.0	8.0
50T22	Health Information Management Coding Supervisor	0001	(1.0)	0
50T23	Certified Health Information Management Coding Supervisor	0001	1.0	1.0

3. The Human Resources Department is directed to implement the changes in the Advantage Human Resources Management System.

PASSED AND ADOPTED on this ____ day of _____, 2024, 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