



Monterey County

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Board Report

Legistar File Number: 16-397

July 19, 2016

Introduced: 3/23/2016

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 to Retitle the Classification of Clinical Laboratory Technician to Medical Laboratory Technician;
- b. Amend Personnel Policies and Practices Resolution No. 98-394 to Adjust the Salary Range for the Classification of Medical Laboratory Technician as Indicated in the Attached Resolution; and
- c. Direct the Human Resources Department to Implement the Changes in the Advantage HRM System.

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RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 to Retitle the Classification of Clinical Laboratory Technician to Medical Laboratory Technician;
- b. Amend Personnel Policies and Practices Resolution No. 98-394 to Adjust the Salary Range for the Classification of Medical Laboratory Technician as Indicated in the Attached Resolution; and
- c. Direct the Human Resources Department to Implement the Changes in the Advantage HRM System.

SUMMARY:

Natividad Medical Center (NMC) recommends a retitling and an adjustment to the salary range for the Clinical Laboratory Technician classification in order to remain aligned with Federal and State regulations and also, to recruit and retain qualified candidates for the hospital's Laboratory Department.

<u>Current Classification Title</u>	<u>Class Code</u>	<u>Proposed Classification Title</u>	
Clinical Laboratory Technician	50D11	Medical Laboratory Technician	
<u>Classification</u>	<u>Class Code</u>	<u>Current Monthly Salary</u>	<u>Proposed Monthly</u>
<u>Salary</u>			
Medical Laboratory Technician	50D11	\$3,374 - \$4,605	\$5,067 -
\$6,916			

DISCUSSION:

NMC performed a classification study on the Clinical Laboratory Technician classification and found that the regulations governing this position have changed significantly since its creation in May of 1993. The State of California Department of Health, Laboratory Field Services now issue Medical Laboratory Technician licensures. NMC recommends retitling and adjusting the Clinical Laboratory Technician classification in order to recruit and retain qualified candidates for the hospital's Laboratory Department. During previous years, this classification was a non-licensed position that worked under the direction of other licensed professionals. Under the current regulations, this position is now more independent in nature (no longer requires a licensed professional to sign off on majority of work) and the scope has been broadened to include the performance of waived and moderately complex laboratory tests as defined by the State Department of Health- warranting an adjustment to the current salary range. The proposed salary range poses no internal equity or compaction issues and retitling is proposed to match title of licensure.

OTHER AGENCY INVOLVEMENT:

This retitle and salary adjustment recommendation was reviewed by the Monterey County Human Resources Department.

FINANCING:

NMC currently has Clinical Laboratory Scientist (CLS) positions that are fully funded and included in the Natividad Medical Center Adopted Budget (Unit 9600) for FY 2016-17. Clinical Laboratory Scientist is a hard-to-fill position, with a salary range that is higher than the range for the Medical Laboratory Technician (MLT) classification. Approving this action gives NMC the option of underfilling a budgeted CLS position to employ a MLT, if the need arises, which could result in a potential annual savings of up to \$18,360 in salary costs per position. This action does not impact the General Fund.

Prepared by: Janine Bouyea, NMC Human Resources Administrator, (831) 783-2706

Approved by: _____
Gary Gray, D.O., NMC Chief Executive Officer, (831) 783-2553

Attachments: Resolution

cc: Mike Miller, Auditor-Controller
Manuel Gonzalez, Asst. Chief Administrative Officer