

W. 10.a.

AGENDA COVER MEMO

AGENDA DATE: August 10, 2005
TO: Board of County Commissioners
DEPARTMENT: Health & Human Services
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: ORDER _____ / IN THE MATTER OF ESTABLISHING ONE FULL TIME (1.0 FTE) MEDICAL ASSISTANT 2 POSITION FOR MENTAL HEALTH SERVICES EFFECTIVE JULY 1, 2005 AND APPROPRIATING AN ADDITIONAL \$59,959 IN REVENUE AND EXPENDITURES FOR FY 2005-2006 IN FUND 286 DEPARTMENT OF HEALTH & HUMAN SERVICES

I. MOTION

ORDER _____ / In the Matter of Establishing One Full-Time (1.0 FTE) Medical Assistant 2 Position for Mental Health Services effective July 1, 2005 and Appropriating an Additional \$59,959 in Revenue and Expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services.

II. ISSUE OR PROBLEM

Lane County Mental Health is seeking to add one full-time (1.0 FTE) Medical Assistant 2 position to assist medical staff with clinical duties at the adult outpatient clinic.

III. DISCUSSION

A. Background

The overall adult clinic population at Lane County Mental Health is at a higher risk than the general population for the development of diabetes, obesity, high triglycerides and cholesterol and its attendant problems due to residual effects of psychotropic medications and the side effects of the new antipsychotic medications being prescribed.

The medical staff at the clinic has initiated a process, which they envision will become a community standard, to monitor weight, body mass index, blood sugar and lipids for the most vulnerable clients being seen at the clinic. These services which the medical staff considers part of an effective treatment regime are not reimbursable services and having the higher paid professional staff perform these services increases the cost of the service.

The medical assistant 2 would be actively involved in providing these services and would conduct such procedures as blood pressure monitoring and recording, weight and body mass index monitoring and recording, initial monitoring of laboratory values and, as appropriate, perform educational activities with clients regarding diet, nutrition, exercise, and overall healthy lifestyles. In addition, the medical assistant 2 would deal directly with pharmacies regarding refills of medications, questions about prescriptions and other relevant client physical health needs. The medical assistant 2 would be supervised by Mental Health Medical Officer.

B. Analysis

Currently, the medical staff at Lane County Mental Health (psychiatrists, nurse practitioners) are providing medical services such as monitoring vitals and other medical conditions, providing pharmacy callbacks for prescription refills and other related administrative medical duties. These tasks are all non-reimbursable. Establishing a medical office assistant 2 position will allow the higher paid professional staff more time to provide mental health reimbursable services thus increasing revenues. It is anticipated that freeing up the professional staff from these non-reimbursable tasks will cover a significant portion of the costs for the medical assistant 2 position. The first year of funding will come from contingency.

C. Alternative / Options

1. To establish one full-time (1.0 FTE) Medical Assistant 2 position for mental health services effective July 1, 2005 and appropriate an additional \$59,959 in revenue and expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services. This will allow Lane County Mental Health to provide medical monitoring services and allow the higher paid medical staff time to provide mental health services that are reimbursable.
2. Not to establish one full-time (1.0 FTE) Medical Assistant 2 position for mental health services effective July 1, 2005 and not appropriate an additional \$59,959 in revenue and expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services. If this position is not established and these funds not allocated, Lane County Mental Health will continue to provide medical monitoring but as a less cost and program effective model.

D. Recommendation

To approve the motion stated above.

E. Timing

This position will be established as soon as possible after Board approval.

IV. IMPLEMENTATION / FOLLOW-UP

Upon Board approval, revenues and expenditures will be increased in Health & Human Services and Lane County Human Resources will create a position number and post this position.

V. ATTACHMENT

Board Order

Admin \ Marcia \ MH Board Orders – Medical Assistant

Personnel Changes

Program	Title/Position Number	FTE Change	Job Code	Effective Date	Position Cost	Benefit Cost
3427412	Medical Assistant 2	1.0 FTE	BO60 at Step 5	07/01/05	\$33,904	\$26,055
TOTAL		1.0 FTE			\$33,904	\$26,055

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION) IN THE MATTER OF ESTABLISHING ONE FULL-TIME (1.0 FTE)
AND ORDER:) MEDICAL ASSISTANT 2 POSITION FOR MENTAL HEALTH
) SERVICES EFFECTIVE JULY 1, 2005 AND APPROPRIATING AN
) ADDITIONAL \$59,959 IN REVENUE AND EXPENDITURES FOR
) FY 2005-2006 IN FUND 286 DEPARTMENT OF HEALTH &
) HUMAN SERVICES

WHEREAS, clients at the Lane County Mental Health Clinic are at a higher risk than the general population for physical health problems including diabetes, obesity and high cholesterol due to psychotropic medications and the newer antipsychotic medications being prescribed, and

WHEREAS, the medical staff have initiated a process to monitor blood pressure, cholesterol, body mass index, weight and other significant vitals, and

WHEREAS, a medical assistant 2 can perform these tasks at a much lower cost to the clinic rather than the higher paid professional medical staff, and

WHEREAS, establishing a medical assistant 2 position will allow the higher paid medical staff more time for reimbursable services

NOW THEREFORE, IT IS HEREBY ORDERED that the Board of County Commissioners establish one full-time (1.0 FTE) Medical Assistant 2 position for mental health services effective July 1, 2005 and appropriate an additional \$59,959 in revenue and expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services.

DATED this ____ day of August, 2005

Anna Morrison, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 8/1/05 J. Laidlaw Lane County
OFFICE OF LEGAL COUNSEL

August 10, 2005 Agenda Item

Zoe and Teresa:

ORDER / In the Matter of Establishing One Full-Time (1.0 FTE) Medical Assistant 2 position for Mental Health Services Effective July 1, 2005 and Appropriating an Additional \$59,959 in Revenue and Expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services

Admin \ Marcia \ MH Board Orders – Medical Assistant