

7.8.a.

AGENDA COVER MEMO

AGENDA DATE: September 13, 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) PUBLIC HEALTH NURSING SUPERVISOR POSITION FOR THE COMMUNITY HEALTH CENTERS EFFECTIVE SEPTEMBER 13, 2005 AND APPROPRIATING AN ADDITIONAL \$64,156 IN REVENUE AND EXPENDITURES FOR FY 2005-2006 IN FUND 285 DEPARTMENT OF HEALTH & HUMAN SERVICES

I. MOTION

ORDER _____ / In the Matter of Establishing One Full-Time (1.0 FTE) Public Health Nursing Supervisor Position for the Community Health Centers Effective September 13, 2005 and Appropriating an Additional \$64,156 in Revenue and Expenditures for FY 2005-2006 in Fund 285 Department of Health & Human Services.

II. ISSUE OR PROBLEM

The Human Services Commission's Community Health Centers is seeking to add one full-time (1.0 FTE) Public Health Nursing Supervisor position to assist with the direct supervision of the nurse and medical assistants at the Riverstone Clinic.

III. DISCUSSION

A. Background

The Community Health Centers of Lane County (CHCLC) clinics are now fully staffed and providing a full scope of comprehensive primary care services at six locations. The full time staffing of CHCLC is now 30 FTE at six sites and the HSC office. The Clinical Services Coordinator needs the assistance of a Public Health Nursing Supervisor to assist with the direct supervision of the nurse and medical assistants at the Riverstone Clinic in order to be able to better coordinate overall operational activities.

B. Analysis

A Public Health Nursing Supervisor is needed to assist the CHCLC Clinical Services Coordinator with the direct supervision of the nursing and medical assistance staff at the Riverstone Clinic.

Under the direction of the Clinical Services Coordinator, the Nurse Supervisor would be responsible for:

1. Supervision of six Medical Assistants and a Nurse.
2. Oversight for clinic patient flow.
3. Triage back-up for the other nurse.
4. Emergent care, including starting IV's.

The Clinical Services Coordinator currently supervises 16 FTE and various extra help positions. By establishing a Nurse Supervisor position, the Clinical Services Coordinator would supervise 10 staff. Improved supervision of the clinical staff that work at the Riverstone Clinic will assist the medical providers to increase productivity and enhance reimbursable health services. Federal grant funds, patient fees and reimbursements will cover the cost of the new position.

C. Alternative / Options

1. To establish one full-time (1.0 FTE) Public Health Nursing Supervisor position for the Community Health Centers effective September 13, 2005 and appropriate an additional \$64,156 in revenue and expenditures for FY 2005-2006 in Fund 285 Department of Health & Human Services.
2. Not to establish one full-time (1.0 FTE) Public Health Nursing Supervisor position for the Community Health Centers effective September 13, 2005 and appropriate an additional \$64,156 in revenue and expenditures for FY 2005-2006 in Fund 285 Department/ of Health & Human Services.

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

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION AND ORDER:) IN THE MATTER OF ESTABLISHING ONE FULL-TIME (1.0 FTE)
) PUBLIC HEALTH NURSING SUPERVISOR POSITION FOR THE
) COMMUNITY HEALTH CENTER EFFECTIVE SEPTEMBER 13,
) 2005 AND APPROPRIATING AN ADDITIONAL \$64,156 IN
) REVENUE AND EXPENDITURES FOR FY 2005-2006 IN FUND
) 285 DEPARTMENT OF HEALTH & HUMAN SERVICES

WHEREAS, the Community Health Center needs additional supervisory support; and

WHEREAS, the addition of a Public Health Nursing Supervisor position will generate additional revenue by assisting professional staff to provide more billable services;

NOW THEREFORE, IT IS HEREBY ORDERED that the Board of County Commissioners establish one full-time (1.0 FTE) Public Health Nursing Supervisor position for the Community Health Centers, effective September 13, 2005 and appropriate an additional \$64,156 in revenue and expenditures for FY 2005-2006 in Fund 285 Department of Health & Human Services.

DATED this ____ day of September, 2005

Anna Morrison, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date: 8/21/05 Lane County

Haidlaw

OFFICE OF LEGAL COUNSEL