



Department of County Management
MULTNOMAH COUNTY OREGON
Human Resources

Multnomah Building
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To: Cathy Clay-Eckton, DCHS, ADS ext. 86947
From: Elisabeth S. Nunes, Classification and Compensation Unit (503/4)
Date: November 19, 2009
Subject: Reclassification Request #1337 (1-3 New Case Managers Senior)

We have completed our review of your request and the decision is outlined below.

Request Information:

Date Request Received: October 2, 2009
Current Classification: n/a
Job Class Number: n/a
Pay Grade: n/a

Position Number: TBD (1-3 new)
Requested Classification: Case Manager/Senior
Job Class Number: 6296
Pay Grade: 24

Request is: ☒ Approved as Requested
☐ Approved - Revised
☐ Denied

Effective Date: November 19, 2009

Allocated Classification: Case Manager/Senior
Pay Range: \$46,896.48 - \$57,670.56 annually

Job Class Number: 6296
Pay Grade: 24

Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.

Position Information:

☒ Vacant - see New/Vacant Section
☐ Filled & incumbent reclassified - see Employee Information Section
☐ Filled & incumbent not reclassified with position See New/Vacant Section

New/Vacant Position Information:

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to reorganization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

Reason for Classification Decision:

New State funding has provided for additional Case Managers in the Aging and Disability Services Division. These new positions will determine initial and ongoing eligibility for Medicaid and Food Stamp programs for seniors and persons with disabilities. The duties may include performing in-depth screenings of potential clients and assigning work to peers; assessing a client's functional abilities to manage his/her activities of daily living as well as other needs through a holistic assessment; evaluating complex legal documents to determine financial eligibility; developing and implementing detailed care plans; assisting clients in relocating to less restrictive living situations; and functioning as a lead worker within various teams.

The distinguishing characteristics of the Case Manager/Senior include advanced, complex, journey-level work of the most difficult and responsible type which may include assessing and evaluating the need for and eligibility for health and related social services; assisting elderly and disabled persons at risk of nursing facility placement; and providing relocation services to clients. The complexity and essential duties of these new positions best fit the criteria for Case Manager/Senior.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 22342.

cc: Paula Brunt, HR Manager
Pauline Reed, HR Maintainer
Local 88

Class Comp File Copy