



Department of County Management
MULTNOMAH COUNTY OREGON
Human Resources

Multnomah Building
501 SE Hawthorne, Suite 400
Portland, Oregon 97214
(503) 988-5015 Phone
(503) 988-3009 Fax

To: Amit Shah, Medical Director, Health Department
From: Candace Busby, Classification and Compensation Unit (503/4) *Candace J. Busby*
Date: January 25, 2010. Revision to January 22, 2010 memo (to correct current class)
Subject: Reclassification Request #1394 (Susan Marie)

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

Request Information:

Date Request Received: January 20, 2010
Current Classification: Program Manager 2
Job Class Number: 9360
Pay Grade: 127-129

Position Number: 706008
Requested Classification: Nurse Practitioner
Job Class Number: 6314
Pay Grade: 6314

Request is: ☒ Approved as Requested

Effective Date: February 1, 2010

Allocated Classification: Nurse Practitioner
Pay Range: \$77,297.76 to \$99,827.28 annually

Job Class Number: 6314
Pay Grade: 6314

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:

☒ Filled & incumbent reclassified - see Employee Information Section

Employee Information:

Name of Incumbent Employee: Susan Marie
New Job Class Seniority Date: February 1, 2010

Date	Job Class and Number	Grade	Step	Rate	Bargaining Unit	Action
1/31/2020	Program Manager 1 (9360)	127-129	NA	\$4,079.59*	Management	Pre-reclass
2/01/2010	Nurse Practitioner	6314	9	\$47.81	ONA	Post-reclass

* Semi-monthly pay rate

Employees in positions reclassified downward to a classification with a lower salary range will receive no change in pay. If an employee's pay exceeds the maximum of the lower salary range, pay will be frozen at the existing rate until the new salary range is higher than the employee's rate of pay. Compensation will be determined in accordance with applicable bargaining agreement or MC Personnel Rule 2-40. Any compensation or seniority adjustments will be processed in accordance with applicable bargaining agreement or MC Personnel Rules 5-50 and 2-40.

Per MC Personnel Rule 5-50-055, when the position is reclassified downward, the employee will be placed on the recall list for reappointment to the higher classification. The employee's Department Human Resource Unit will originate and process required documentation. Contact your Department HR Unit for additional information.

Reason for Classification Decision:

This position is the Behavioral Health Clinical Lead and as such works collaboratively with the Health Center managers, nursing supervisors, Operations Supervisors and clinical providers to ensure that behavioral health is safe, effective, efficient, continuously improving, meets the needs of the population served and supports the professional development of staff. The incumbent diagnoses and treats acute and chronic psychiatric conditions according to scope of practice to include conducting a

psychiatric evaluation with mental status examination, ordering and interpreting diagnostic tests, making diagnoses, devising a course of treatment, discussing alternative treatment, risk and benefits of treatment, prescribing and monitoring medications involving family and significant others as appropriate, and reassessment of the patient at appropriate intervals. This position has no direct supervisory responsibilities although it does provide regular clinical supervision and consultation to all behavioral providers and psychiatric consultation to primary care providers as needed. The purpose and duties of this position are to provide psychotherapy and other psychotherapeutic interventions. Qualifications include a Masters degree in nursing, five years of relevant experience, possession of a valid Nurse Practitioner certificate and license to practice as a Registered Nurse in the State of Oregon. The incumbent meets these qualifications. The purpose and responsibilities are consistent with the role of a psychiatric mental health nurse practitioner and best fit the Nurse Practitioner (6314) classification.

This classification decision moves the incumbent from a management classification to a classification represented by ONA and from FLSA exempt to FLSA non-exempt status.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 24422.

cc: Kathleen Fuller-Poe, HR Manager
Larry Brown, HR Representative
Joan Sears, HR Maintainer
Class Comp File Copy