

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM
3.20
(ID # 9086)

MEETING DATE:

Tuesday, February 26, 2019

FROM : HUMAN RESOURCES AND RUHS Medical Center :

SUBJECT: HUMAN RESOURCES: Classification and Compensation Recommendation to create an Infection Preventionist I, Infection Preventionist II, and Infection Preventionist III classification series and; amend Ordinance 440 pursuant to Resolution No. 440-9104 submitted herewith, All Districts [Cost-\$0][Source of Funds-Department]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to create an Infection Preventionist I, Infection Preventionist II, and Infection Preventionist III classification series for the RUHS-Medical Center.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9104.

ACTION:Policy


Brenda Diederichs, Assistant CEO/ Human Resources Director

2/20/2019

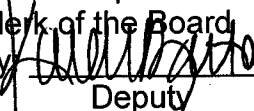

Jennifer Cruikshank, Chief Executive Officer - Health System

2/21/2019

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Hewitt and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9104 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: February 26, 2019
xc: HR, RUHS-Medical Center

Kecia Harper-Ihem
Clerk of the Board
By 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS:			Budget Adjustment: No	
			For Fiscal Year: 18/19	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Riverside University Health System (RUHS) includes the 439-bed Medical Center in Moreno Valley, 10 Federally Qualified Health Centers, several primary and specialty clinics throughout Riverside County, and the departments of Behavioral and Public Health. RUHS has been the foundation of healthcare, community wellness, and medical education in Riverside County for more than 100 years and employs about 6,000 team members.

Infection prevention and control is one of the numerous issues at the forefront of healthcare and is a critical component of patient and visitor safety at any hospital. At the RUHS Medical Center's Infection Prevention and Control Department, their mission is to use practical methods to prevent and control the spread of infectious diseases within specific populations including staff, patients, and visitors at the medical center and other health clinics in Riverside County. Historically, the work of infection prevention and control has been overseen by Registered Nurses who remain the largest group of individuals in the field. However, over the years the field of infection prevention has evolved and become a multidisciplinary field that encompasses other areas such as epidemiology, public health, and information technology.

As the field of infection prevention and control evolves, the practice of recruiting and hiring from a candidate pool consisting of only registered nurses is no longer ideal as highly qualified candidates can come from a variety of different health related backgrounds. Therefore, it is recommended that the Board approve the new Infection Preventionist Classification series. This new series will establish three new Infection Preventionist levels, which will specialize in providing a variety of infection prevention and control services for the RUHS-Medical Center. The series will also provide career growth opportunities for potential incumbents who wish to grow in the area of infection prevention and control.

Classification Additions

Infection Preventionist I: It is recommended to add this classification to the Class and Salary Listing at salary plan/grade SEU 661/L10 (\$67,704 - \$86,008). This request is only to add the classification and there is no immediate financial impact associated with this request.

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Infection Preventionist II: It is recommended to add this classification to the Class and Salary Listing at salary plan/grade SEU 690/L11 (\$75,801 - \$98,909). This request is only to add the classification and there is no immediate financial impact associated with this request.

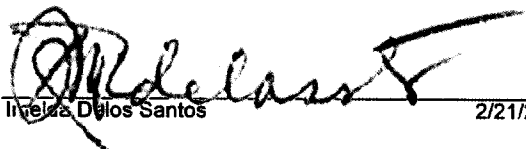
Infection Preventionist III: It is recommended to add this classification to the Class and Salary Listing at salary plan/grade SEU 692/L15 (\$78,805 - \$114,400). This request is only to add the classification and there is no immediate financial impact associated with this request.

Impact on Residents and Businesses

Approval of this classification series will have no direct impact to residents and businesses.

Attachments:

- Attachment A- Infection Preventionist I Classification
- Attachment B- Infection Preventionist II Classification
- Attachment C- Infection Preventionist III Classification
- Attachment D- Resolution No. 440-9104


Irvelza Dijos Santos 2/21/2019

1 RESOLUTION NO. 440-9104

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on February 26, 2019, that pursuant to Section 3(a)(iv) of Ordinance No. 440,
5 the Assistant County Executive Officer/Human Resources Director is authorized to amend the Class and
6 Salary Listing of Ordinance No. 440, operative the beginning of the pay period following approval, as
7 follows:

8	<u>Job</u>		<u>Class Title</u>	<u>Salary</u>
9	<u>Code</u>	<u>+/-</u>		<u>Plan/Grade</u>
10	78758	+	Infection Preventionist I	SEU 661/L10
11	78759	+	Infection Preventionist II	SEU 690/L11
12	78760	+	Infection Preventionist III	SEU 692/L15

13 ROLL CALL:

14 Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
15 Nays: None
16 Absent: None

17 The foregoing is certified to be a true copy of a resolution duly
18 adopted by said Board of Supervisors on the date therein set forth.

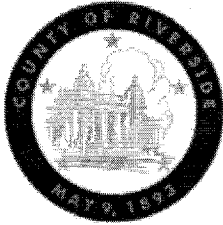
19 Kecia R. Harper, Clerk of said Board

20 By 

21 Deputy

22 /tc
23 02/11/2019
24 440 Resolutions\TC
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02.26.19 3.20



INFECTION PREVENTIONIST I

Class Code: 78758

COUNTY OF RIVERSIDE
Established Date: Feb 28, 2019
Revision Date: Feb 28, 2019

SALARY RANGE

\$32.55 - \$41.35 Hourly
\$5,642.00 - \$7,167.00 Monthly
\$67,704.00 - \$86,008.00 Annually

CLASS CONCEPT:

Under close supervision, implements, maintains, and oversees the hospital wide infection prevention and control program to prevent and control infection among patients and employees; ensures compliance with requirements and regulations from various public health and safety organizations including the Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA); and performs other related duties as required.

The Infection Preventionist I is the first professional level in the Infection Preventionist series and reports to the Infection Control Manager. Incumbents are expected to perform basic and routine duties where the majority of the duties can be learned in a brief period of time, are clearly defined, and have established guidelines. This class is characterized by the responsibility for planning, organizing, and implementing various infection prevention and control activities, which includes conducting research and analyzing data. Incumbents in this class confer with the Infection Control Manager and may assist in the development and implementation of infection prevention and control goals and policies.

Advancement to the next level is obtained by competitive selection through an open recruitment.

REPRESENTATION UNIT: SEIU – Professional

EXAMPLES OF ESSENTIAL DUTIES:

(Depending on the area of assignment, duties may include, but are not limited to, the following)

- Monitor and evaluate high risk volume and problem prone areas of infection prevention and control activities.
- Monitor all positive microbiology and serology reports for possible infection in patients and employees in accordance with the recommendation of the infection control committee.
- Identify appropriate practices for specimen collection, transportation, handling, and storage.
- Identify epidemiologically significant infectious diseases that require immediate review and investigation; identify and define components comprising the chain of infection.
- Monitor cleaning, sterilization, high level disinfection, and antisepsis in various hospital facilities.

- Collect, analyze, and interpret illness trends in healthcare worker and patient data; write reports on findings.
- Provide quality infection control services to ensure patient and staff safety within various hospital facilities and out-patient clinics.
- Develop education material and assist with facilitating trainings for supervisors, department managers, medical staff, and patients regarding infection prevention and control issues; assist with reviewing and revising the Infection Prevention and Control Manual.
- Communicate with local health departments, home health agencies, extended care facilities, physician offices, and other agencies to prevent the spread of infection within the community.

RECRUITING GUIDELINES:

Education: Graduation from an accredited college or university with a Bachelor's degree, preferably with a major in biology, nursing, bacteriology, microbiology, epidemiology, education, communicable diseases, public health, or a related field to the assignment (Additional qualifying experience may be substituted for the required education on the basis of one year of full-time experience equaling 60 semester or 90 quarter units of the required education).

Experience: One year of professional experience performing infection prevention and control duties in an acute care hospital or other healthcare facility.

Knowledge of: Infection control practices, methods, and procedures; patient care practices; epidemiology, microbiology, and public health principles and terminology; hospital operations and practices; research methods, practices, and statistical analysis.

Ability to: Review research methods, procedures, and regulations, and evaluate their effectiveness; analyze and interpret health statistics and reports; speak effectively before large groups, and write and review reports, manuals, and guides; establish and maintain cooperative relationships with others.

OTHER REQUIREMENTS:

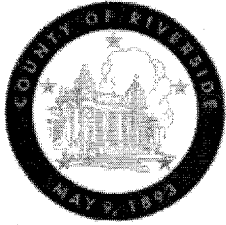
License: Possession of a valid California Driver's License.

PRE-EMPLOYMENT:

All employment offers are contingent upon successful completion of both a pre-employment physical exam, including a drug/alcohol test, and a criminal background investigation, which involves fingerprinting. (A felony or misdemeanor conviction may disqualify the applicant from County employment.)

PROBATIONARY PERIOD:

As an Approved Local Merit System, all County of Riverside employees, except those serving "At Will," are subject to the probationary period provisions as specified in the applicable Memorandum of Understanding, County Resolution, or Salary Ordinance. Temporary and Per Diem employees serve at the pleasure of the agency/department head.



INFECTION PREVENTIONIST II

Class Code: 78759

COUNTY OF RIVERSIDE
Established Date: Feb 28, 2019
Revision Date: Feb 28, 2019

SALARY RANGE

\$36.44 - \$47.55 Hourly
\$6,317.00 - \$8,242.00 Monthly
\$75,801.00 - \$98,909.00 Annually

CLASS CONCEPT:

Under general supervision, coordinates, implements, maintains, and oversees the hospital wide infection prevention and control program to prevent and control infection among patients and employees; ensures compliance with requirements and regulations from various public health and safety organizations including the Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA); and performs other related duties as required.

The Infection Preventionist II is the journey level class in the Infection Preventionist series and reports to the Infection Control Manager. Incumbents perform the full range of duties requiring a greater technical knowledge with little supervision or guidance. This class is characterized by the responsibility for developing and implementing various hospital wide infection prevention and control activities, which includes conducting research and analyzing data. Incumbents in this class confer with the Infection Control Manager and assist in the development and implementation of infection prevention and control goals and policies.

Advancement to the next level is obtained by competitive selection through an open recruitment.

REPRESENTATION UNIT: SEIU – Professional

EXAMPLES OF ESSENTIAL DUTIES:

(Depending on the area of assignment, duties may include, but are not limited to, the following)

- Monitor and evaluate high risk volume and problem prone areas of infection prevention and control activities.
- Monitor all positive microbiology and serology reports for possible infection in patients and employees in accordance with the recommendation of the infection control committee; conduct extensive research to determine the incidence or prevalence of infection in certain populations.
- Manage and organize large data sets and conduct complex statistical analysis; write reports on research findings; determine causes and prevalence of infection outbreaks and provide recommendations for reducing outbreaks.
- Perform specific calculations in order to determine infection rates and investigate cluster outbreaks

within various hospital facilities; calculate risk stratified rates on hospital populations.

- Investigate epidemiologically significant infectious diseases that require immediate review; identify and define components comprising the chain of infection.
- Create policies and procedures on infection prevention and control within hospital facilities; determine relevant factors for calculating outcome rates and developing processes.
- Provide quality infection control services to ensure patient and staff safety within various hospital facilities and out-patient clinics.
- Develop education material and facilitate trainings for supervisors, department managers, medical staff, and patients regarding infection prevention and control issues; assist with reviewing and revising the Infection Prevention and Control Manual.
- Communicate with local health departments, home health agencies, extended care facilities, physician offices, and other agencies to prevent the spread of infection within the community.

RECRUITING GUIDELINES:

Education: Graduation from an accredited college or university with a Bachelor's degree, preferably with a major in biology, nursing, bacteriology, microbiology, epidemiology, education, communicable diseases, public health, or a related field to the assignment (Additional qualifying experience may be substituted for the required education on the basis of one year of full-time experience equaling 60 semester or 90 quarter units of the required education).

Experience: Two years of professional experience performing infection prevention and control duties in an acute care hospital or other healthcare facility.

Knowledge of: Advanced Infection control practices, methods, and procedures; patient care practices; epidemiology, microbiology, and public health principles and terminology; hospital operations and practices; research methods, practices, and statistical analysis.

Ability to: Review research methods, procedures, and regulations, and evaluate their effectiveness; analyze and interpret health statistics and reports; speak effectively before large groups, and write and review reports, manuals, and guides; establish and maintain cooperative relationships with others.

OTHER REQUIREMENTS:

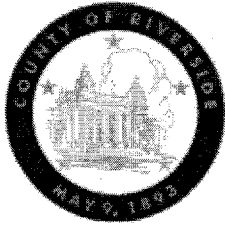
License: Possession of a valid California Driver's License.

PRE-EMPLOYMENT:

All employment offers are contingent upon successful completion of both a pre-employment physical exam, including a drug/alcohol test, and a criminal background investigation, which involves fingerprinting. (A felony or misdemeanor conviction may disqualify the applicant from County employment.)

PROBATIONARY PERIOD:

As an Approved Local Merit System, all County of Riverside employees, except those serving "At Will," are subject to the probationary period provisions as specified in the applicable Memorandum of Understanding, County Resolution, or Salary Ordinance. Temporary and Per Diem employees serve at the pleasure of the agency/department head.



INFECTION PREVENTIONIST III

Class Code: 78760

COUNTY OF RIVERSIDE
Established Date: Feb 28, 2019
Revision Date: Feb 28, 2019

SALARY RANGE

\$37.89 - \$55.00 Hourly
\$6567.00 - \$9533.00 Monthly
\$78,805.00 - \$114,400.00 Annually

CLASS CONCEPT:

Under general supervision, coordinates, implements, maintains, and oversees the hospital wide infection prevention and control program to prevent and control infection among patients and employees; ensures compliance with requirements and regulations from various public health and safety organizations including the Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA); and performs other related duties as required.

The Infection Preventionist III is the advanced journey level in the Infection Preventionist series and reports to the Infection Control Manager. Incumbents are responsible for exercising considerable judgment and independence in performing complex assignments which require comprehensive knowledge of assigned projects and programs. This class is characterized by the responsibility for developing and implementing various hospital wide infection prevention and control activities, which includes conducting complex research and analyzing data. Incumbents in this class confer with the Infection Control Manager and develop and implement infection prevention and control goals and policies. Incumbents may act as a project lead and provide task supervision to other staff.

REPRESENTATION UNIT: SEIU – Professional

EXAMPLES OF ESSENTIAL DUTIES:

(Depending on the area of assignment, duties may include, but are not limited to, the following)

- Develop and evaluate infection control surveillance plans for the medical center; implement surveillance plan based on surveillance data.
- Monitor all positive microbiology and serology reports for possible infection in patients and employees in accordance with the recommendation of the infection control committee; conduct extensive research to determine the incidence or prevalence of infection in certain populations.
- Conduct complex statistical analysis on large data samples; write and disseminate reports on research findings; determine causes of infection outbreaks and provide recommendations for reducing outbreaks.
- Implement infection prevention and control strategies with regards to therapeutic and diagnostic procedures within the medical center.

- Investigate epidemiologically significant infectious diseases that require immediate review; identify and define components comprising the chain of infection.
- Review and develop screening and immunization programs that protect healthcare workers from new agents or exposures.
- Analyze and interpret illness trends in healthcare worker and patient data; facilitate the incorporation of applicable trends and research findings into practice; participate in cost benefit assessments, efficacy studies, and product evaluations.
- Provide quality infection control services to ensure patient and staff safety within various hospital facilities and out-patient clinics.
- Develop education material and facilitate trainings for supervisors, department managers, medical staff, and patients regarding infection prevention and control issues; assist with reviewing and revising the Infection Prevention and Control Manual.
- Communicate with local health departments, home health agencies, extended care facilities, physician offices, and other agencies to prevent the spread of infection within the community.
- Develop a variety of screening and immunization programs to protect patients and healthcare staff from infections.

RECRUITING GUIDELINES:

Education: Graduation from an accredited college or university with a Master's degree, preferably with a major in biology, nursing, bacteriology, microbiology, epidemiology, education, communicable diseases, public health, or a related field to the assignment (Additional qualifying experience may be substituted for the required education on the basis of one year of full-time experience equaling 60 semester or 90 quarter units of the required education).

Experience: Three years of professional experience performing infection prevention and control duties in an acute care hospital or other healthcare facility.

Knowledge of: Advanced Infection control practices, methods, and procedures; patient care practices; epidemiology, microbiology, and public health principles and terminology; hospital operations and practices; advanced research methods, practices, and complex statistical analysis.

Ability to: Review research methods, procedures, and regulations, and evaluate their effectiveness; analyze and interpret health statistics and reports; speak effectively before large groups, and write and review reports, manuals, and guides; establish and maintain cooperative relationships with others.

OTHER REQUIREMENTS:

License/Certificate: Possession of a valid California Driver's License.

Possession of a valid Certification in Infection Control (CIC) issued by the Board of Infection Control and Epidemiology.

PRE-EMPLOYMENT:

All employment offers are contingent upon successful completion of both a pre-employment physical exam, including a drug/alcohol test, and a criminal background investigation, which involves fingerprinting. (A felony or misdemeanor conviction may disqualify the applicant from County employment.)

PROBATIONARY PERIOD:

As an Approved Local Merit System, all County of Riverside employees, except those serving "At Will," are subject to the probationary period provisions as specified in the applicable Memorandum of Understanding, County Resolution, or Salary Ordinance. Temporary and Per Diem employees serve at the pleasure of the agency/department head.