

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



**ITEM: 3.34  
(ID # 19003)**

**MEETING DATE:**  
Tuesday, May 24, 2022

**FROM :** HUMAN RESOURCES:

**SUBJECT:** HUMAN RESOURCES: Classification and Compensation recommendation to adjust the salary of the Director of Medical Staff Services classification; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9260, All districts. [Total cost \$11,553, with an ongoing cost of \$10,730; 100% Medical Center Enterprise Fund]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the salary adjustment of the Director of Medical Staff Services classification; and,
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9260.

**ACTION:**Policy

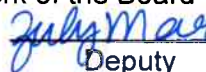
Brenda Diederichs, Assistant CEO / Human Resources Director 5/9/2022

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9260 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: May 24, 2022  
xc: H.R., RUHS-Med

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 823	\$ 10,730	\$ 11,553	\$ 10,730
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: 100% Medical Center Enterprise Fund</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	21/22

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The Riverside University Health System (RUHS) includes a 439-bed Medical Center in Moreno Valley, Community Health Centers (CHC), Correctional Health Systems (CHS), several primary and specialty clinics throughout Riverside County, and the Departments of Behavioral Health and Public Health. RUHS is comprised of approximately 6,000 team members, and has been the foundation of health care, community wellness, and medical education in Riverside for more than 100 years.

The Classification and Compensation Unit received a Classification Study Request from RUHS to conduct a study on the Director of Medical Staff Services classification as the role has been evolving overtime. As the RUHS works toward greater integration, the role of the Director of Medical Staff Services has expanded to oversee the credentialing and health plan enrollment for all providers across its system. The expanded list currently has close to 2,000 providers, which is almost a trifold of the number for the Medical Center. The inclusion of the physicians in other departments in the credentialing and health plan enrollment process also comes with added complexities in the compliance function since all the facilities are overseen by different regulatory agencies.

A market study was conducted, and the results yielded that the Director of Medical Staff Services is below market by 5.86% and 5.86% at the minimum and maximum ends of the salary range, respectively (**Attachment 2**). Based on the findings, it is recommended that the Director of Medical Staff Services receive a salary adjustment to bring the salary up to the current market average.

**Salary Adjustment:**

**Director of Medical Staff Services:** It is recommended to adjust the salary plan/grade from MRP 535 (\$102,850 - \$126,276/year) to MRP 589 (\$108,877 - \$133,676/year).

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**Impact on Residents and Businesses**

The proposed salary adjustment will have no impact on residents or businesses.

**Additional Fiscal Information**

The current fiscal year cost to increase the maximum salary by approximately 5.86% is \$823. The total cost for the next fiscal year will be approximately \$10,730 which includes benefits and related employer costs. RUHS has stated the additional costs for adjusting the salary will be absorbed through the Department's budgets and does not require a budget adjustment.

**ATTACHMENTS**

1. Resolution No. 440-9260
2. External Market Review for the Director of Medical Staff Services

RESOLUTION NO. 440-9260

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on May 24, 2022, that pursuant to Section 8(c) of Ordinance No. 440, the Assistant County Executive Officer/Human Resources Director is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative at the beginning of the pay period following the date of approval, as follows:

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
73866	Director of Medical Staff Services	MRP 535	MRP 589

ROLL CALL:

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

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

Kecia R. Harper, Clerk of said Board

By *Judy Martinez*  
Deputy

/kc  
05/03/2022  
440 Resolutions\KC

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# **ATTACHMENT 1**

# ATTACHMENT 2

# External Market Survey Data

Director of Medical Staff Services

Riv Co Class Code: 73866

## Market Research

## Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	Outlier	HASC
Los Angeles County								
Orange County						\$0.00		
San Bernardino County								
San Diego County						\$0.00		
Ventura County								
HASC	Head of Medical Staff Services (2005 IE sc)		\$109,257	\$134,143	22.78%	\$121,700.00		\$121,700.00
	County Mean:		\$109,257	\$134,143	22.78%			
	County Median:		\$0	\$0	#DIV/0!			
Riverside County	Director of Medical Staff Services	73866	\$102,850	\$126,276	22.78%	114562.97		
	Dollar difference from Mean:		<b>-\$6,407</b>	<b>-\$7,867</b>		0		
	Percentage difference from mean:		<b>-5.86%</b>	<b>-5.86%</b>		0		
	Dollar difference from median:		\$102,850	\$126,276				
	Percentage difference from median:		#DIV/0!	#DIV/0!				

Notes: Ventura: Credentialing Coordinator II reports into Staff/Services Manager (M/I)

Run Date: 1/20/2022

Date Prepared/Revised: MF