

Submitted to the Joint Conference Committee (July 2022)

Report Contents:

- Vacancy Report
 - Summary of Hiring Status (Vacancy rate over 10%)
 - Graphs: YTD vacancy rate, new hires, separations, MHSF and BERT hiring
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- 1) Total hospital vacancies decreased by **0.14%** to **9.71%** as of July 2022, which is down from 9.85% in June 2022. We've hired a total of forty-five (45) employees between July 1 and July 30, 2022, in various classifications including RNs and had nine (9) separations during the same period of which only one (1) was a retirement. The number of separations dropped from twenty-two (22) in June to only nine (9) in July, down by 50%.
- 2) RN vacancy rate remains at **6%** this past month.
To mitigate challenges in hiring nurses:
 - Continuing to direct hire using the Mayor Declaration of emergency for RN permanent positions, which speeds up selection process. We have until December 15, 2022 to complete all hires under the emergency declaration, which ended on July 8, 2022.
 - Host regular hiring events for immediate offers
- 3) HR conducts weekly/monthly vacancy meetings with the hospital executive team, or Program Managers, to review hiring plan.
- 4) **RN hiring status update:**
 - Emergency Care Unit-
 - Nineteen (19) Experienced vacancies (14.68% of RNs in this specialty)
 - Critical Care Unit –
 - Twelve (12) Experience vacancies (6.87% of RNs in this specialty)
 - Med-Surgical Unit-
 - Eight (8) Experience vacancies (6.03% of RNs in this specialty)
 - Five (5) Training vacancies
 - OR Unit-
 - Two (2) Experienced vacancies (4.68% of RNs within this specialty)
- 5) **RN Training Update:**
 - ED started a training class on August 8, 2022 with eight (8) participants, 1 dropping out from the nine (9) reported last month. The next class is scheduled for November 14th for ten (10) participants.
 - ICU next class scheduled for November 14th for six (6) participants.
- 6) OR is anticipating three (3) more vacancies in addition to the two (2) already approved. They are planning to convert these vacancies to training to somewhat address the hard to fill positions and their operational need. We anticipate filling these upcoming vacancies through reassignments with a plan to have stagger classes with two (2) or three (3) at a time.
- 7) In Critical Care and Emergency, every qualified candidate has been contacted by hiring managers. We are beginning to gather information regarding why candidates decline offers after applying to our openings. From the hiring manager review, offers were declined due to available shifts (nights only). We will provide preliminary findings from the recruiters and candidate review next month.

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
933	Manager V	1.0	0.0	1.0	100%
1630	Account Clerk	1.0	0.0	1.0	100%
1840	Junior Management Assistant	1.0	0.0	1.0	100%
1944	Materials Coordinator	1.0	0.0	1.0	100%
2540	Audiologist	1.0	0.0	1.0	100%
4322	Cashier 3	1.0	0.0	1.0	100%
5177	Safety Officer	1.0	0.0	1.0	100%
6138	Industrial Hygienist	1.0	0.0	1.0	100%
6139	Sr Industrial Hygienist	1.0	0.0	1.0	100%
7205	Chief Stationary Engineer	2.0	0.0	2.0	100%
1635	Health Care Billing Clerk I	6.0	2.0	4.0	67%
1649	Accountant II (Accountant Intern)	3.0	1.0	2.0	67%
1654	Accountant III	7.0	3.0	4.0	57%
1824	Principal Administrative Analyst	4.0	2.0	2.0	50%
2202	Dental Aide	2.0	1.0	1.0	50%
2520	Morgue Attendant	1.0	0.5	0.5	50%
2558	Senior Physical Therapist	2.0	1.0	1.0	50%
2585	Health Worker I	4.0	2.0	2.0	50%
2822	Health Educator	4.0	2.0	2.0	50%
5506	Project Manager III	2.0	1.0	1.0	50%
9910	Health Worker II (Interpreter Trainee)	10.0	5.0	5.0	50%
922	Manager I	5.0	3.0	2.0	40%
941	Manager VI	5.0	3.0	2.0	40%
1404	Clerk	3.0	2.0	1.0	33%
1823	Senior Administrative Analyst	3.0	2.0	1.0	33%
1942	Assistant Materials Coordinator	3.0	2.0	1.0	33%
2106	Medical Staff Svcs-Specialist	3.0	2.0	1.0	33%
2591	Health Program Coordinator II	3.0	2.0	1.0	33%
2740	Porter Supervisor I	9.0	6.0	3.0	33%
2770	Senior Laundry Worker	3.0	2.0	1.0	33%
2119	Health Care Analyst	18.0	13.0	5.0	28%
931	Manager III	12.0	9.0	3.0	25%
1093	IT Operations Support Admin III	4.0	3.0	1.0	25%
2105	Patient Services Finance Tech	8.0	6.0	2.0	25%
2112	Medical Records Technician	4.0	3.0	1.0	25%
2587	Health Worker III	28.0	21.0	7.0	25%
2785	Assistant General Services Mgr	4.0	3.0	1.0	25%
7524	Institution Utility Worker	4.0	3.0	1.0	25%
2310	Surgical Procedures Technician	21.0	15.9	5.1	24%
2548	Occupational Therapist	17.6	13.6	4.0	23%

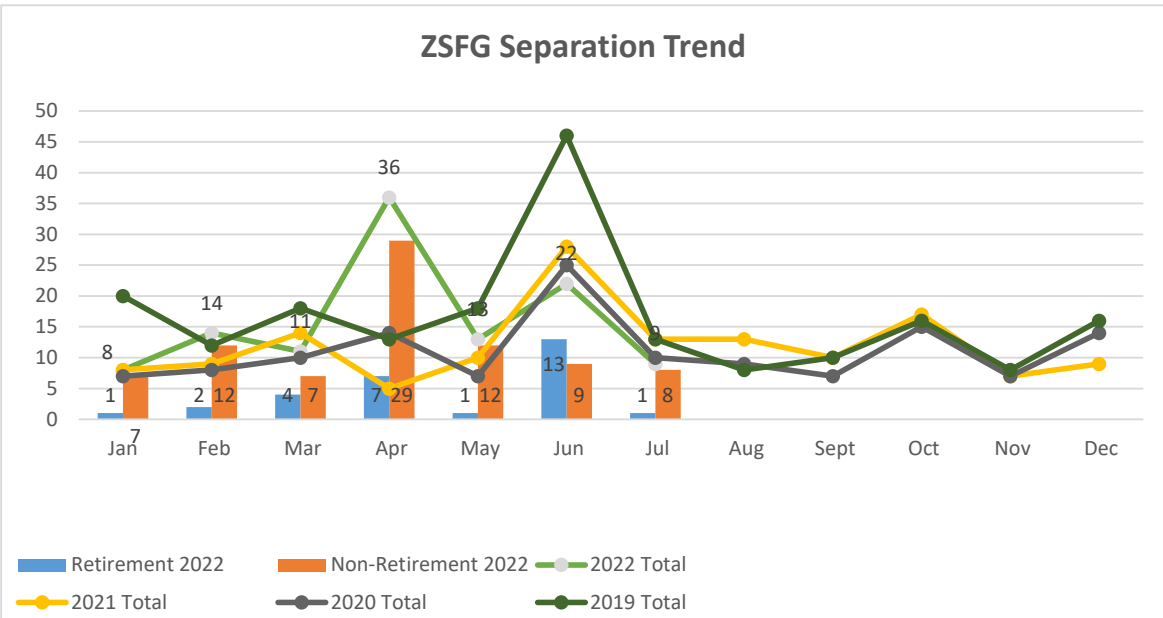
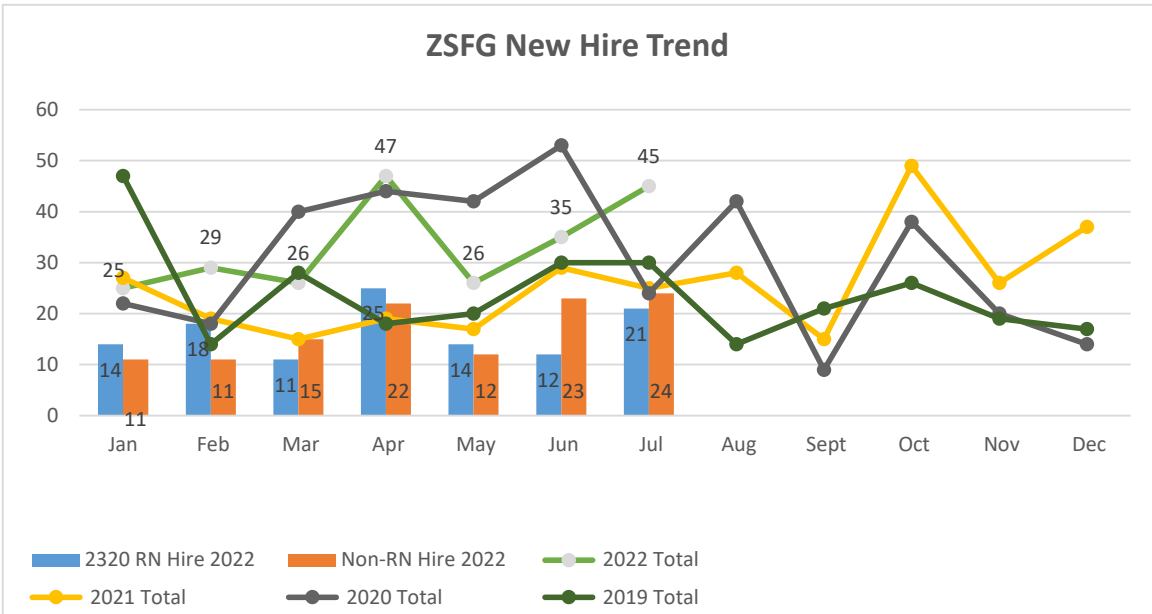
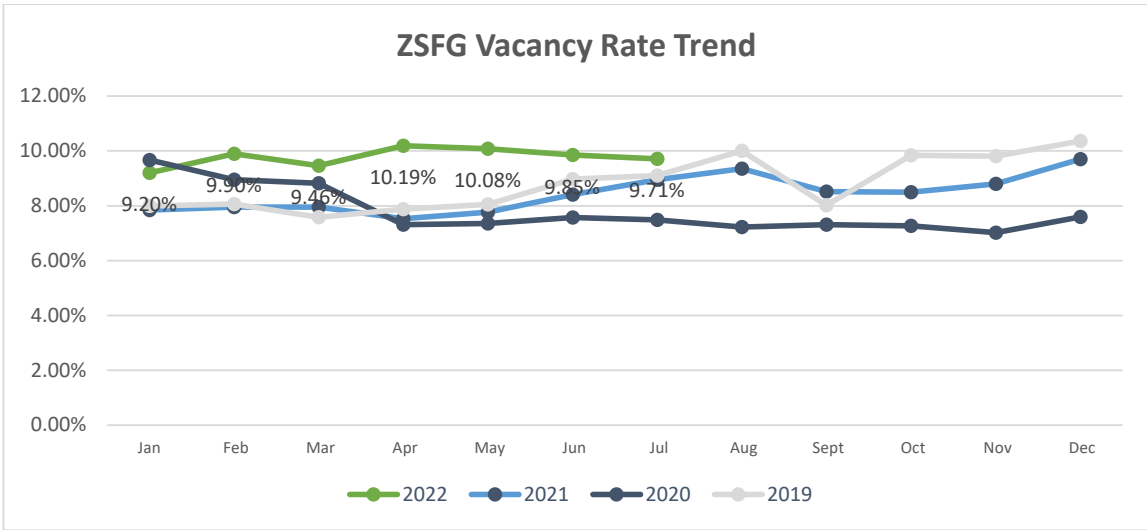
Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2323	Clinical Nurse Specialist	9.0	7.0	2.0	22%
1406	Senior Clerk	41.8	32.6	9.3	22%
2305	Psychiatric Technician	42.6	33.9	8.7	20%
7334	Stationary Engineer	26.0	21.0	5.0	19%
2908	Senior Hospital Eligibility Worker	73.6	59.6	14.0	19%
1632	Senior Account Clerk	6.0	5.0	1.0	17%
1636	Health Care Billing Clerk II	18.0	15.0	3.0	17%
7335	Sr Stationary Engineer	6.0	5.0	1.0	17%
2586	Health Worker II	56.0	47.0	9.0	16%
2471	Radiologic Technologist I, II, III	17.9	15.2	2.7	15%
1637	Patient Accounts Clerk	27.0	23.0	4.0	15%
2406	Pharmacy Helper	7.0	6.0	1.0	14%
2496	Radiologic Technologist Supv	7.0	6.0	1.0	14%
2593	Health Program Coordinator III	14.0	12.0	2.0	14%
2312	Licensed Vocational Nurse	54.2	46.5	7.6	14%
2920	Medical Social Worker	37.7	32.6	5.1	14%
2606	Senior Food Service Worker	8.0	7.0	1.0	13%
2930	Behavioral Health Clinician	15.5	13.6	1.9	12%
2328	Nurse Practitioner	85.0	75.3	9.7	11%
2622	Dietetic Technician	5.6	5.0	0.6	11%
2654	Cook	10.0	9.0	1.0	10%
2322	Nurse Manager	42.0	38.0	4.0	10%
2903	Hospital Eligibility Worker	122.8	111.2	11.6	9%
2430	Medical Evaluations Assistant	169.6	153.9	15.7	9%
2324	Nursing Supervisor	11.0	10.0	1.0	9%
2314	Public Health Team Leader	23.8	21.8	2.0	8%
1429	Nurses Staffing Assistant	12.0	11.0	1.0	8%
1428	Unit Clerk	48.3	44.4	3.9	8%
2450	Pharmacist	28.5	26.5	2.0	7%
2320	Registered Nurse	974.8	908.5	66.3	6.80%
2409	Pharmacy Technician	55.5	52.0	3.5	6%
2303	Patient Care Assistant	186.7	176.0	10.7	6%
2454	Clinical Pharmacist	35.5	33.5	2.0	6%
2556	Physical Therapist	24.4	23.1	1.4	6%
2736	Porter	186.0	180.6	5.4	3%
2468	Diagnostic Imaging Tech II	32.0	31.5	0.6	2%
2330	Anesthetist	13.4	13.3	0.1	1%
1708	Senior Telephone Operator	12.0	12.0	0.0	0%
2604	Food Service Worker	52.1	52.0	0.1	0%
2542	Speech Pathologist	6.2	6.2	0.0	0%

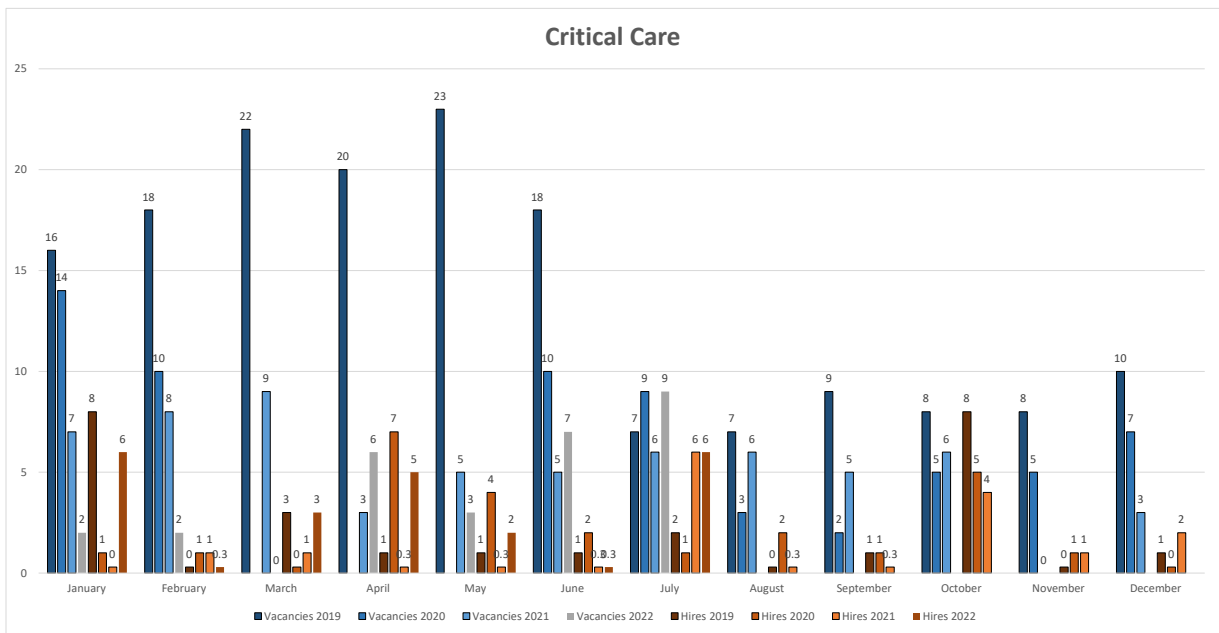
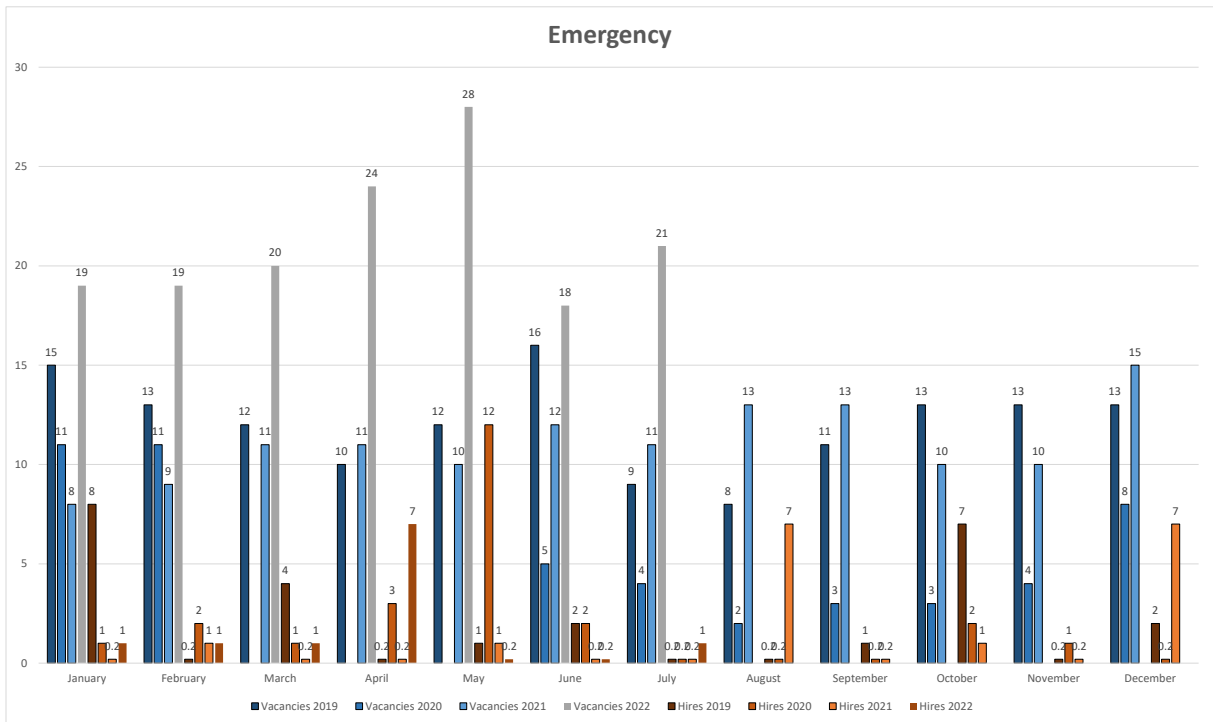
Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
923	Manager II	6.0	6.0	0.0	0%
942	Manager VII	3.0	3.0	0.0	0%
943	Manager VIII	1.0	1.0	0.0	0%
1052	IS Business Analyst	1.0	1.0	0.0	0%
1165	Manager, DPH	1.0	1.0	0.0	0%
1167	Physician Administrator	1.0	1.0	0.0	0%
1408	Principal Clerk	2.0	2.0	0.0	0%
1410	Chief Clerk	3.0	3.0	0.0	0%
1634	Principal Account Clerk	1.0	1.0	0.0	0%
1652	Accountant II	1.0	1.0	0.0	0%
1657	Senior Systems Accountant	3.0	3.0	0.0	0%
1662	Patient Accounts Asst Supv	3.0	3.0	0.0	0%
1663	Patient Accounts Supervisor	5.0	5.0	0.0	0%
1664	Patient Accounts Manager	1.0	1.0	0.0	0%
1710	Chief Telephone Operator	1.0	1.0	0.0	0%
1822	Administrative Analyst	2.0	2.0	0.0	0%
1922	Senior Inventory Clerk	1.0	1.0	0.0	0%
1932	Assistant Storekeeper	17.0	17.0	0.0	0%
1934	Storekeeper	3.0	3.0	0.0	0%
1936	Senior Storekeeper	1.0	1.0	0.0	0%
1938	Stores & Equipment Asst Supv	1.0	1.0	0.0	0%
1950	Assistant Purchaser	3.0	3.0	0.0	0%
2107	Medical Staff Svcs-Analyst	2.0	2.0	0.0	0%
2110	Medical Records Clerk	3.0	3.0	0.0	0%
2114	Medical Records Tech-Supv	1.0	1.0	0.0	0%
2218	Physician Assistant	8.1	8.1	0.0	0%
2302	Nursing Assistant	4.0	4.0	0.0	0%
2326	Nursing Supervisor - Psych	1.0	1.0	0.0	0%
2390	CPD Technician	24.8	24.8	0.0	0%
2392	Sr CPD Technician	2.0	2.0	0.0	0%
2408	Senior Pharmacy Helper	1.0	1.0	0.0	0%
2424	X-Ray Laboratory Aide	34.5	34.5	0.0	0%
2436	Electroencephalograph Tech I	1.0	1.0	0.0	0%
2453	Supervising Pharmacist	7.0	7.0	0.0	0%
2467	Diagnostic Imaging Tech I	24.0	24.0	0.0	0%
2469	Diagnostic Imaging Tech III	3.8	3.8	0.0	0%
2470	Diagnostic Imaging Tech IV	7.2	7.2	0.0	0%
2472	Radiologic Technologist Lead	3.0	3.0	0.0	0%
2473	Diagnostic Medical Sonographer I, II, III	4.8	4.8	0.0	0%
2514	Orthopedic Technician I	1.0	1.0	0.0	0%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2515	Orthopedic Technician II	1.0	1.0	0.0	0%
2522	Senior Morgue Attendant	1.0	1.0	0.0	0%
2550	Sr Occupational Therapist	2.0	2.0	0.0	0%
2551	MH Treatment Specialist	2.0	2.0	0.0	0%
2554	Therapy Aide	4.0	4.0	0.0	0%
2555	Physical Therapist Assistant	2.0	2.0	0.0	0%
2589	Health Program Coordinator I	2.0	2.0	0.0	0%
2618	Food Service Supervisor	6.5	6.5	0.0	0%
2619	Senior Food Service Supervisor	1.0	1.0	0.0	0%
2620	Food Service Mgr Administrator	1.0	1.0	0.0	0%
2624	Dietitian	8.0	8.0	0.0	0%
2626	Chief Dietitian	1.0	1.0	0.0	0%
2656	Chef	1.0	1.0	0.0	0%
2738	Porter Assistant Supervisor	1.0	1.0	0.0	0%
2846	Nutritionist	5.0	5.0	0.0	0%
2909	Hospital Eligibility Worker Supv	12.0	12.0	0.0	0%
2924	Medical Social Work Supv	2.0	2.0	0.0	0%
3417	Gardener	2.5	2.5	0.0	0%
3422	Park Section Supervisor	1.0	1.0	0.0	0%
3530	Chaplain	1.0	1.0	0.0	0%
4320	Cashier I	4.0	4.0	0.0	0%
7120	Buildings/Grounds Maint Supe	1.0	1.0	0.0	0%
7203	Buildings/Grounds Maint Supv	2.0	2.0	0.0	0%
7236	Locksmith Supervisor 1	1.0	1.0	0.0	0%
7242	Painter Supervisor I	1.0	1.0	0.0	0%
7262	Maintenance Planner	1.0	1.0	0.0	0%
7342	Locksmith	2.0	2.0	0.0	0%
7344	Carpenter	2.0	2.0	0.0	0%
7345	Electrician	1.0	1.0	0.0	0%
7346	Painter	4.0	4.0	0.0	0%
7347	Plumber	2.0	2.0	0.0	0%
7348	Steamfitter	1.0	1.0	0.0	0%
2325	Nurse Midwife	3.4	3.4	0.0	0%
	Grand Total	3094.6	2794.1	300.5	9.71%

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
933	Manager V	100%	0.0	1.0	Interviews in Progress/Pending Selection	30
1630	Account Clerk	100%	0.0	1.0	Pending Requisition Approval	5-10
1840	Junior Management Assistant	100%	0.0	1.0	Interviews in Progress/Pending Selection	30
1944	Materials Coordinator	100%	0.0	1.0	Pending Requisition Approval	5-10
2540	Audiologist	100%	0.0	1.0	Interviews in progress/Pending Selection	30
4322	Cashier 3	100%	0.0	1.0	Pending Requisition Request by Hiring Manager	30
5177	Safety Officer	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90
6138	Industrial Hygienist	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90
6139	Sr Industrial Hygienist	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90
7205	Chief Stationary Engineer	100%	0.0	2.0	Pending Announcement/Exam Administration	60-90
1635	Health Care Billing Clerk I	67%	2.0	4.0	Pending Requisition Approval	5-10
1649	Accountant II (Accountant Intern)	67%	1.0	2.0	Pending Requisition Approval	5-10
1654	Accountant III	57%	3.0	4.0	Onboarding	10-20
1824	Principal Administrative Analyst	50%	2.0	2.0	Onboarding	10-20
2202	Dental Aide	50%	1.0	1.0	Pending Requisition Approval	5-10
2520	Morgue Attendant	50%	0.5	0.5	Pending Announcement/Exam Administration	60-90
2558	Senior Physical Therapist	50%	1.0	1.0	Pending Requisition approval	5-10
2585	Health Worker I	50%	2.0	2.0	Pending Req Request by HM/Pending Selection	30
2822	Health Educator	50%	2.0	2.0	Pending Requisition Request by Hiring Manager	30
5506	Project Manager III	50%	1.0	1.0	Interviews in progress/Pending Selection	30
9910	Health Worker II	50%	5.0	5.0	Pending Announcement/Exam Administration	60-90
922	Manager I	40%	3.0	2.0	Pending Requisition Approval	5-10
941	Manager VI	40%	3.0	2.0	Interviews in progress/Pending Selection	30
1404	Clerk	33%	2.0	1.0	Interviews in Progress/Pending Selection	30
1823	Senior Administrative Analyst	33%	2.0	1.0	Interviews in progress/Pending Selection	30
1942	Assistant Materials Coordinator	33%	2.0	1.0	Pending Announcement/Exam Administration	60-90
2106	Medical Staff Svcs-Specialist	33%	2.0	1.0	Onboarding	10-20
2591	Health Program Coordinator II	33%	2.0	1.0	Pending Requisition Request by Hiring Manager	30
2740	Porter Supervisor I	33%	6.0	3.0	Pending Announcement/Exam Administration	60-90
2770	Senior Laundry Worker	33%	2.0	1.0	Pending Requisition approval	5-10
2119	Health Care Analyst	28%	13.0	5.0	Interviews in Progress/Pending Selection	30
931	Manager III	25%	9.0	3.0	Pending Requisition Approval	5-10
1093	IT Operations Support Admin III	25%	3.0	1.0	Pending Announcement/Exam Administration	60-90
2105	Patient Services Finance Tech	25%	6.0	2.0	Pending Announcement/Exam Administration	60-90
2112	Medical Records Technician	25%	3.0	1.0	Pending Requisition Approval	5-10
2587	Health Worker III	25%	21.0	7.0	Interviews in progress/Pending Selection	30
2785	Assistant General Services Mgr	25%	3.0	1.0	Pending Announcement/Exam Administration	60-90
7524	Institution Utility Worker	25%	3.0	1.0	Pending Requisition approval	5-10
2310	Surgical Procedures Technician	24%	15.9	5.1	Pending Requisition Request by Hiring Manager	30

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
2548	Occupational Therapist	23%	13.6	4.0	Pending Requisition Approval	5-10
2323	Clinical Nurse Specialist	22%	7.0	2.0	Pending Requisition Approval	5-10
1406	Senior Clerk	22%	32.6	9.3	Onboarding	10-20
2305	Psychiatric Technician	20%	33.9	8.7	Pending Announcement/Exam Administration	60-90
7334	Stationary Engineer	19%	21.0	5.0	Pending Announcement/Exam Administration	60-90
2908	Senior Hospital Eligibility Worker	19%	59.6	14.0	Pending Requisition Approval	5-10
1632	Senior Account Clerk	17%	5.0	1.0	Interviews in progress/Pending Selection	30
1636	Health Care Billing Clerk II	17%	15.0	3.0	Pending Requisition Approval	5-10
7335	Sr Stationary Engineer	17%	5.0	1.0	Interviews in progress/Pending Selection	30
2586	Health Worker II	16%	47.0	9.0	Interviews in progress/Pending Selection	30
2471	Radiologic Technologist I, II, III	15%	15.2	2.7	Pending Announcement/Exam Administration	60-90
1637	Patient Accounts Clerk	15%	23.0	4.0	Pending Announcement/Exam Administration	60-90
2406	Pharmacy Helper	14%	6.0	1.0	Interviews in Progress/Pending Selection	30
2496	Radiologic Technologist Supv	14%	6.0	1.0	Pending Announcement/Exam Administration	60-90
2593	Health Program Coordinator III	14%	12.0	2.0	Pending Announcement/Exam Administration	60-90
2312	Licensed Vocational Nurse	14%	46.5	7.6	Onboarding/Pending Selection	30
2920	Medical Social Worker	14%	32.6	5.1	Interviews in progress/Pending Selection	30
2606	Senior Food Service Worker	13%	7.0	1.0	Interviews in Progress/Pending Selection	30
2930	Behavioral Health Clinician	12%	13.6	1.9	Pending Announcement/Exam Administration	60-90
2328	Nurse Practitioner	11%	75.3	9.7	Interviews in progress/Pending Selection	30
2622	Dietetic Technician	11%	5.0	0.6	Interviews in Progress/Pending Selection	30
2654	Cook	10%	9.0	1.0	Interviews in Progress/Pending Selection	30
2322	Nurse Manager	10%	38.0	4.0	Interviews in Progress/Pending Selection	30

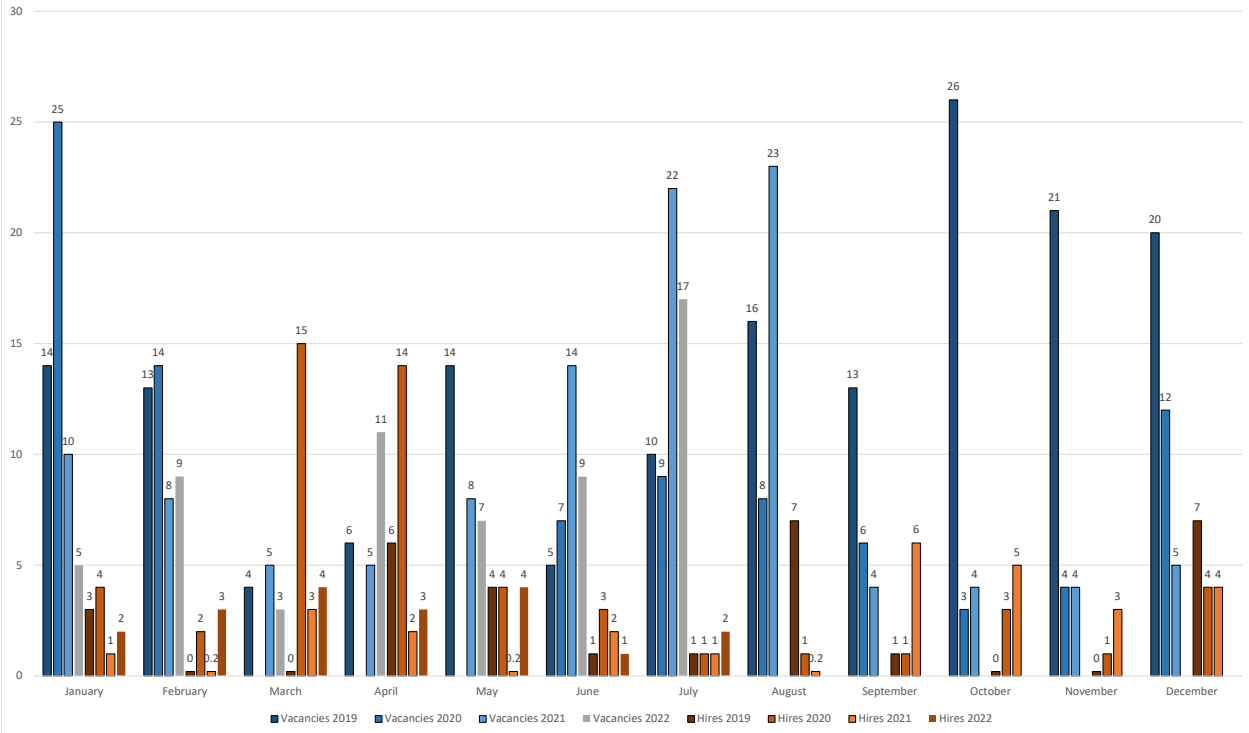




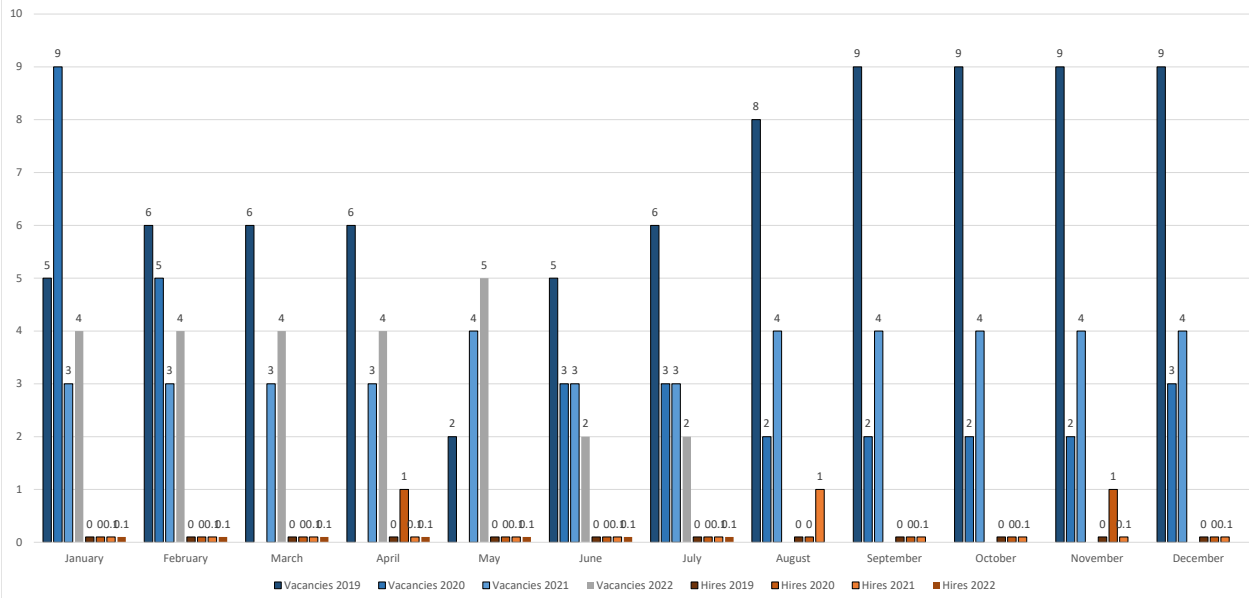
*Vacancies are based on data reported in JCC Summary.

*Data set for hire details may exclude some reassignments and appointment changes.

Medical Surgical



Surgery OR



BERT Hiring Trend (Newly Added to ZSFG Budget FY 2021/2022)

Month of 2022 (As of)	2320 Filled Pos	2320 Vacant Pos	2305 Filled Pos	2305 Vacant Pos	2312 Filled Pos	2312 Vacant Pos
January	6	0	6	8	8	0
February	All Filled	N/A	7	7	All Filled	N/A
March	All Filled	N/A	8	7	All Filled	N/A
April	All Filled	N/A	7	8	All Filled	N/A
May	All Filled	N/A	6	9	All Filled	N/A
June	All Filled	N/A	8	7	7	1
July	All Filled	N/A	9	6	7	1

MHSF/BHS Hiring Trend (Newly Added to CO Budget FY 2021/2022)

Month of 2022 (As of)	Total Budgeted Pos	Total Filled Pos	Total Vacant Pos
January	308	118	190
February	308	156	152
March	308	209	99
April	308	223	85
May	308	257	51
June	308	276	32
July	308	293	15