

ZSFG HUMAN RESOURCE SERVICES REPORT

Submitted to the Joint Conference Committee (SEPTEMBER 2024)

Report Contents:

- Vacancy Report
 - Summary of Hiring Status
 - Graphs: YTD vacancy rate, new hires, and separations
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1) Total hospital vacancies slightly decreased to 7.69% as of August 2024, compared to 7.93% in July 2024. We've hired a total of thirty (30) employees between August 1 and August 31, 2024, in various classifications including RNs and had eight (8) separations during the same period of which one (1) was a retirement.

2) The RN vacancy rate remained the same at 6.0%.

To mitigate challenges in hiring nurses:

- Thirty (30) nurses were hired at ZSFG in August, including reassignments
- Nine (9) P103 Per Diem nurses were hired last month to fill gaps in vacancies
- Launched virtual interviews for the hiring event using SmartRecruiters
- We had a successful RN hiring event on September 14, 2024 with a 73% attendance rate

3) HR conducts weekly/monthly vacancy meetings with the hospital executive team, or Program Managers, to review hiring plans.

4) **RN hiring status update:**

- Emergency Care Unit-
 - 6.0 FTE Vacancies (4.29% RNs in this specialty) with four selections made with target start work date on September 28, 2024 and October 12, 2024
- Critical Care Unit -
 - 9.4 FTE Vacancies (5.30% of RNs in this specialty) with three selections made with target start work dates on September 28, 2024 and October 12, 2024
- Med-Surgical Unit-
 - 21.4 FTE Vacancies (5.57% of RNs within this specialty) with four selections made with target start work date on September 28, 2024 and October 12, 2024
- OR Unit-
 - 1.0 FTE Vacancies (1.80% of RNs within this specialty) with selection pending

5) **RN Training Update:**

- The Neonatal Training program is anticipated to open in October, and other training programs will open based on need

6) **Highlights of ZSFG non-RN hiring:**

- One (1) 0931 Manager III – Director of Social Services
- One (1) 1165 – Chief Nursing Officer
- Two (2) 2903 – Hospital Eligibility Workers
- One (1) 2322 – Nurse Manager
- One (1) 2390 – Central Processing Distribution Technician



Zuckerberg San Francisco General Hospital and Trauma Center
 Status of Vacancy Rates Over 10% (Aug 2024)

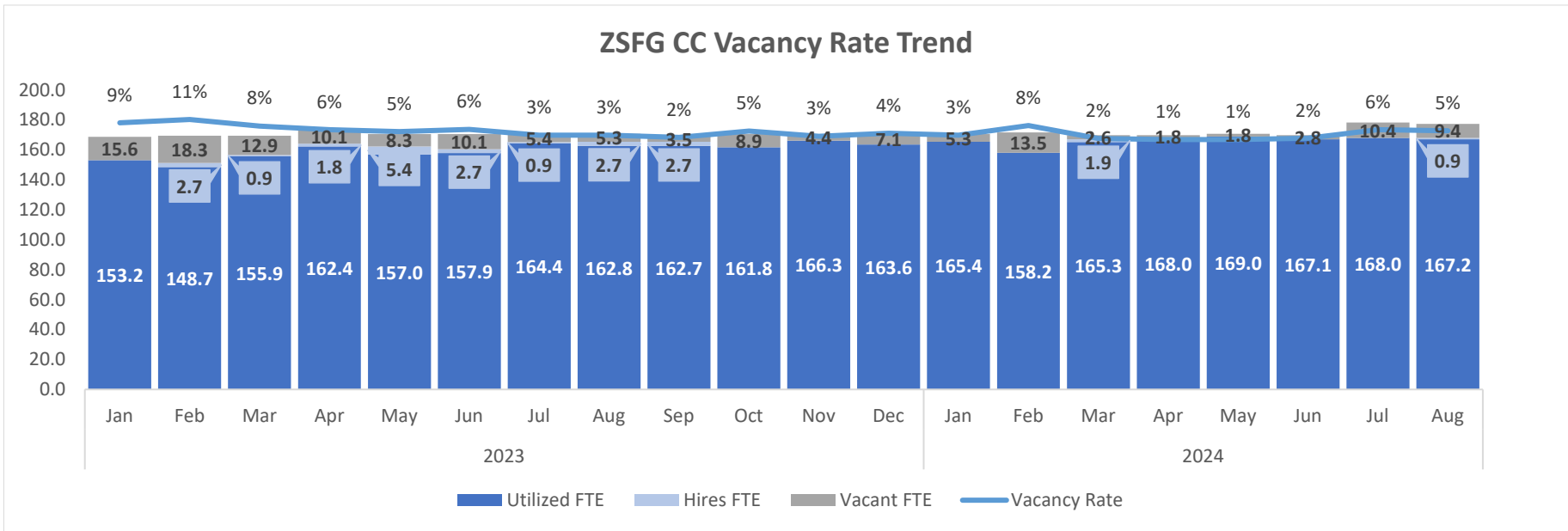
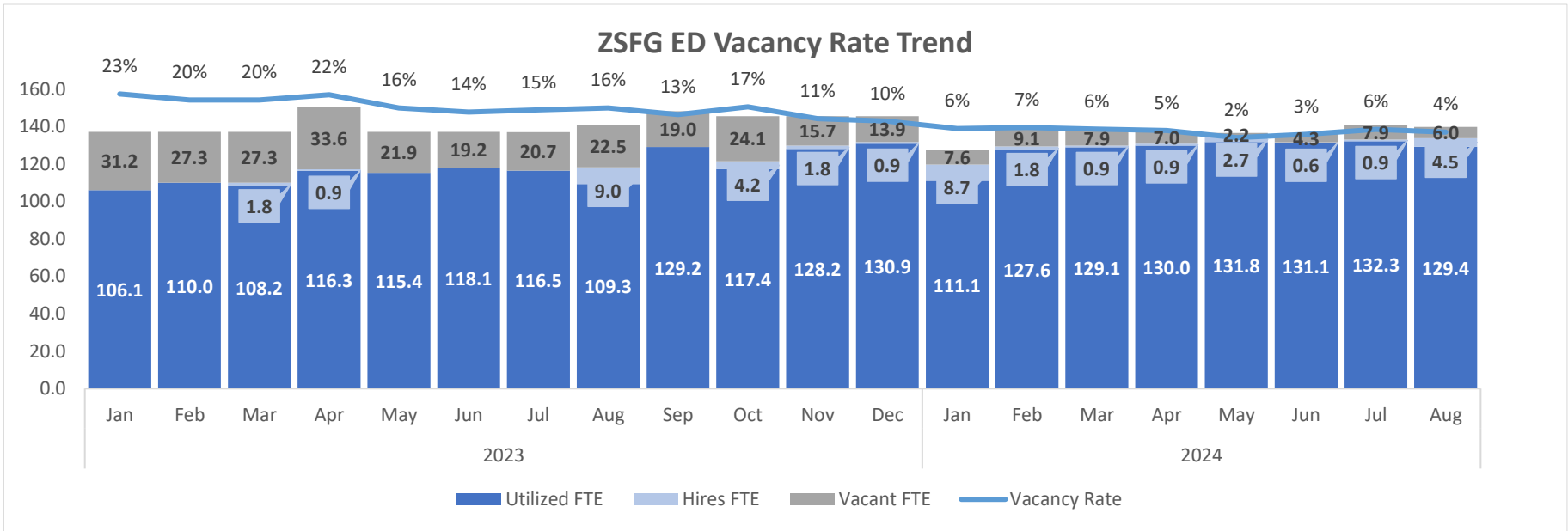


Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
1649	Accountant II (Accountant Intern)	100%	0.0	1.0	Interviews in progress/Pending Selection	30 days
1840	Junior Management Assistant	100%	0.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2408	Senior Pharmacy Helper	100%	0.0	1.0	Pending Requisition approval	5-10 days
2524	Senior Morgue Attendant	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90 days
2588	Health Worker IV	100%	0.0	1.0	Pending Requisition approval	5-10 days
2620	Food Service Mgr Administrator	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90 days
2822	Health Educator	100%	0.0	3.0	Interviews in progress/Pending Selection	30 days
7236	Locksmith Supervisor 1	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90 days
9910	Health Worker II (Interpreter Trainee)	73%	3.0	8.0	Pending Requisition Request by Hiring Manager	30 days
1824	Principal Administrative Analyst	67%	2.0	4.0	Pending Announcement/Exam Administration	60-90 days
3417	Gardener	60%	1.0	1.5	Interviews in progress/Pending Selection	30 days
2540	Audiologist	52%	1.0	1.1	Pending Announcement/Exam Administration	60-90 days
0943	Manager VIII	50%	1.0	1.0	Interviews in progress/Pending Selection	30 days
1408	Principal Clerk	50%	2.0	2.0	Pending Announcement/Exam Administration	60-90 days
2392	Sr CPD Technician	50%	1.0	1.0	Pending Announcement/Exam Administration	60-90 days
5506	Project Manager III	50%	1.0	1.0	Pending Announcement/Exam Administration	60-90 days
2310	Surgical Procedures Technician	37%	13.9	8.1	Interviews in progress/Pending Selection	30 days
0933	Manager V	33%	2.0	1.0	Pending Requisition approval	5-10 days
0942	Manager VII	33%	2.0	1.0	Pending Requisition approval	5-10 days
1410	Chief Clerk	33%	2.0	1.0	Pending Announcement/Exam Administration	60-90 days
1822	Administrative Analyst	33%	2.0	1.0	Interviews in progress/Pending Selection	30 days
0931	Manager III	30%	7.0	3.0	Pending Requisition approval	5-10 days
2496	Radiologic Technologist Supv	29%	5.0	2.0	Pending Announcement/Exam Administration	60-90 days
2119	Health Care Analyst	28%	13.0	5.0	Interviews in progress/Pending Selection	30 days
2314	Public Health Team Leader	25%	17.8	6.0	Interviews in progress/Pending Selection	30 days
2453	Supervising Pharmacist	25%	6.0	2.0	Pending Announcement/Exam Administration	60-90 days
2585	Health Worker I	25%	3.0	1.0	Pending Announcement/Exam Administration	60-90 days
1406	Senior Clerk	24%	31.6	10.2	Interviews in progress/Pending Selection	30 days
2473	Diagnostic Medical Sonographer I, II	22%	3.8	1.1	Pending Announcement/Exam Administration	60-90 days
2305	Psychiatric Technician	21%	35.0	9.4	Interviews in progress/Pending Selection	30 days
0941	Manager VI	20%	4.0	1.0	Onboarding	10-20 days
1635	Health Care Billing Clerk I	20%	4.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2593	Health Program Coordinator III	19%	13.0	3.0	Pending Announcement/Exam Administration	60-90 days
2930	Behavioral Health Clinician	17%	16.1	3.4	Interviews in progress/Pending Selection	30 days
1636	Health Care Billing Clerk II	17%	15.0	3.0	Interviews in progress/Pending Selection	30 days
2586	Health Worker II	16%	59.0	11.5	Pending Announcement/Exam Administration	60-90 days
0923	Manager II	14%	6.0	1.0	Pending Announcement/Exam Administration	60-90 days
1632	Senior Account Clerk	14%	6.0	1.0	Interviews in progress/Pending Selection	30 days
1654	Accountant III	14%	6.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2406	Pharmacy Helper	14%	6.0	1.0	Pending Announcement/Exam Administration	60-90 days
2105	Patient Services Finance Tech	14%	7.0	1.1	Pending Requisition approval	5-10 days

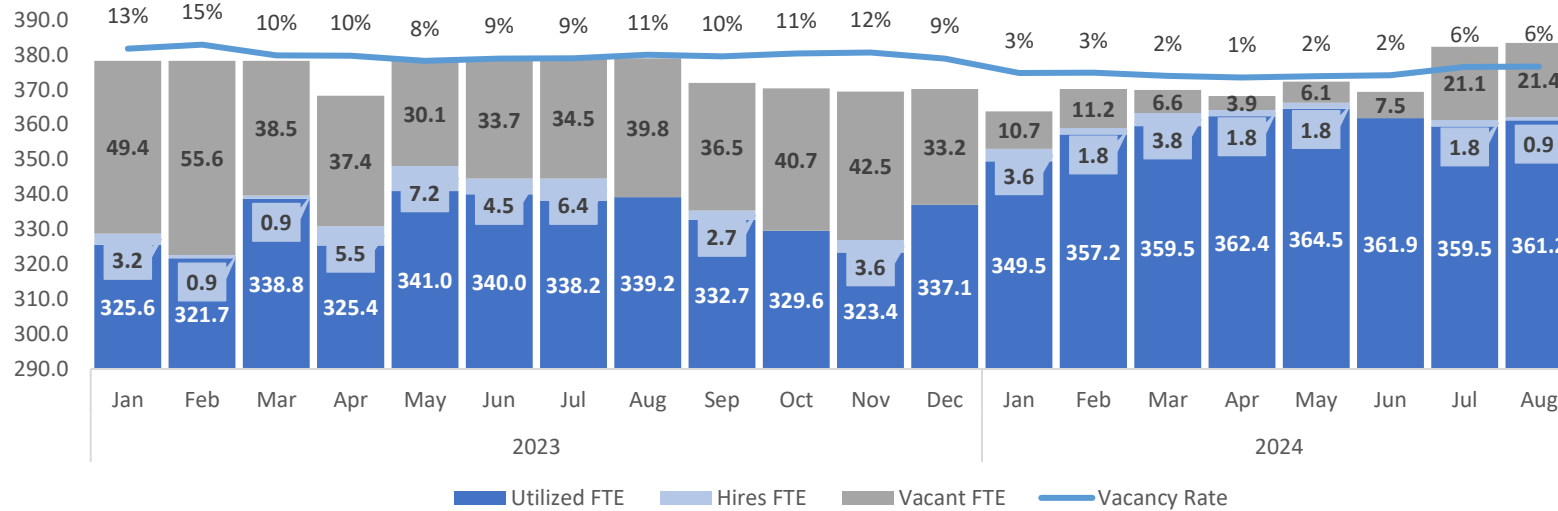
Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
2323	Clinical Nurse Specialist	13%	7.0	1.0	Pending Announcement/Exam Administration	60-90 days
2606	Senior Food Service Worker	13%	7.0	1.0	Interviews in progress/Pending Selection	30 days
7334	Stationary Engineer	12%	23.0	3.0	Pending Requisition approval	5-10 days
2328	Nurse Practitioner	11%	71.2	8.7	Interviews in progress/Pending Selection	30 days
2622	Dietetic Technician	11%	5.0	0.6	Pending Requisition approval	5-10 days
2587	Health Worker III	11%	25.5	3.0	Interviews in progress/Pending Selection	30 days
2218	Physician Assistant	10%	7.8	0.9	Pending Announcement/Exam Administration	60-90 days
2654	Cook	0.10	9.0	1.0	Interviews in progress/Pending Selection	30 days
1429	Nurses Staffing Assistant	0.10	10.8	1.2	Pending Announcement/Exam Administration	60-90 days

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
1649	Accountant II (Accountant Intern)	1.0	0.0	1.0	100%
1840	Junior Management Assistant	1.0	0.0	1.0	100%
2408	Senior Pharmacy Helper	1.0	0.0	1.0	100%
2524	Senior Morgue Attendant	1.0	0.0	1.0	100%
2588	Health Worker IV	1.0	0.0	1.0	100%
2620	Food Service Mgr Administrator	1.0	0.0	1.0	100%
2822	Health Educator	3.0	0.0	3.0	100%
7236	Locksmith Supervisor 1	1.0	0.0	1.0	100%
9910	Health Worker II (Interpreter Trainee)	11.0	3.0	8.0	73%
1824	Principal Administrative Analyst	6.0	2.0	4.0	67%
3417	Gardener	2.5	1.0	1.5	60%
2540	Audiologist	2.1	1.0	1.1	52%
0943	Manager VIII	2.0	1.0	1.0	50%
1408	Principal Clerk	4.0	2.0	2.0	50%
2392	Sr CPD Technician	2.0	1.0	1.0	50%
5506	Project Manager III	2.0	1.0	1.0	50%
2310	Surgical Procedures Technician	22.0	13.9	8.1	37%
0933	Manager V	3.0	2.0	1.0	33%
0942	Manager VII	3.0	2.0	1.0	33%
1410	Chief Clerk	3.0	2.0	1.0	33%
1822	Administrative Analyst	3.0	2.0	1.0	33%
0931	Manager III	10.0	7.0	3.0	30%
2496	Radiologic Technologist Supv	7.0	5.0	2.0	29%
2119	Health Care Analyst	18.0	13.0	5.0	28%
2314	Public Health Team Leader	23.8	17.8	6.0	25%
2453	Supervising Pharmacist	8.0	6.0	2.0	25%
2585	Health Worker I	4.0	3.0	1.0	25%
1406	Senior Clerk	41.8	31.6	10.2	24%
2473	Diagnostic Medical Sonographer I, II, III	4.9	3.8	1.1	22%
2305	Psychiatric Technician	44.4	35.0	9.4	21%
0941	Manager VI	5.0	4.0	1.0	20%
1635	Health Care Billing Clerk I	5.0	4.0	1.0	20%
2593	Health Program Coordinator III	16.0	13.0	3.0	19%
2930	Behavioral Health Clinician	19.5	16.1	3.4	17%
1636	Health Care Billing Clerk II	18.0	15.0	3.0	17%
2586	Health Worker II	70.5	59.0	11.5	16%
0923	Manager II	7.0	6.0	1.0	14%
1632	Senior Account Clerk	7.0	6.0	1.0	14%
1654	Accountant III	7.0	6.0	1.0	14%
2406	Pharmacy Helper	7.0	6.0	1.0	14%
2105	Patient Services Finance Tech	8.1	7.0	1.1	14%
2323	Clinical Nurse Specialist	8.0	7.0	1.0	13%
2606	Senior Food Service Worker	8.0	7.0	1.0	13%
7334	Stationary Engineer	26.0	23.0	3.0	12%
2328	Nurse Practitioner	80.0	71.2	8.7	11%
2622	Dietetic Technician	5.6	5.0	0.6	11%
2587	Health Worker III	28.5	25.5	3.0	11%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2218	Physician Assistant	8.7	7.8	0.9	10%
2654	Cook	10.0	9.0	1.0	10%
1429	Nurses Staffing Assistant	12.0	10.8	1.2	10%
2556	Physical Therapist	25.4	23.0	2.4	9%
2604	Food Service Worker	52.6	48.1	4.5	9%
1708	Senior Telephone Operator	12.0	11.0	1.0	9%
2909	Hospital Eligibility Worker Supv	12.0	11.0	1.0	8%
1428	Unit Clerk	48.3	44.5	3.8	8%
2324	Nursing Supervisor	13.0	12.0	1.0	8%
2430	Medical Evaluations Assistant	167.4	154.6	12.8	8%
2312	Licensed Vocational Nurse	50.6	47.1	3.5	7%
2409	Pharmacy Technician	57.5	54.0	3.5	6%
2320	Registered Nurse	1060.9	997.4	63.6	6%
2903	Hospital Eligibility Worker	126.2	118.7	7.5	6%
2920	Medical Social Worker	33.7	31.9	1.8	5%
2550	Sr Occupational Therapist	2.0	1.9	0.1	5%
2471	Radiologic Technologist I, II, III	24.9	23.9	1.0	4%
2424	X-Ray Laboratory Aide	34.9	33.5	1.4	4%
1637	Patient Accounts Clerk	27.0	26.0	1.0	4%
2322	Nurse Manager	40.0	39.0	1.0	3%
2736	Porter	198.5	194.5	4.0	2%
2468	Diagnostic Imaging Tech II	28.0	27.5	0.6	2%
2303	Patient Care Assistant	194.0	190.6	3.4	2%
2908	Senior Hospital Eligibility Worker	75.6	74.6	1.0	1%
2330	Anesthetist	13.4	13.3	0.1	1%



ZSFG MS Vacancy Rate Trend



ZSFG OR Vacancy Rate Trend

