

ZSFG HUMAN RESOURCE SERVICES REPORT

Submitted to the Joint Conference Committee (NOVEMBER 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 6.62% as of October 2024, compared to 7.02% in September 2024. We've hired a total of forty-one (41) employees between October 1 and October 31, 2024, in various classifications including RNs and had eight (8) separations during the same period of which none were retirements.

2) The RN vacancy rate remained at 4.0%.

To mitigate challenges in hiring nurses:

- Twenty (20) nurses were hired at ZSFG in September, including reassignments
- Two (2) P103 Per Diem nurses were hired last month to fill gaps in vacancies
- The 2320 Registered Nurse experienced eligible list was updated with 429 additional candidates
- The new MOU includes a provision for priority consideration of current P103 Per Diem nurses who are on the eligible list after permanent, in-unit nurses

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-
 - 5.1 FTE Vacancies (3.63% RNs in this specialty) with four selections made with target start work date on November 9, 2024, and January 18, 2025
- Critical Care Unit -
 - 3.5 FTE Vacancies (1.96% of RNs in this specialty) with four selections made with target start work date on N, November 23, 2024, and December 7, 2024
- Med-Surgical Unit-
 - 18.75 FTE Vacancies (4.87% of RNs within this specialty) with four selections made with target start work dates on November 23, 2024, and December 7, 2024
- OR Unit-
 - 0 FTE Vacancies (0% of RNs within this specialty)

5) **RN Training Update:**

- The Neonatal Training program is anticipated in December 2024 with a cohort of up to six (6)
- The Medical/Surgical Training program is anticipated in January 2025 with a cohort of up to ten (10)

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

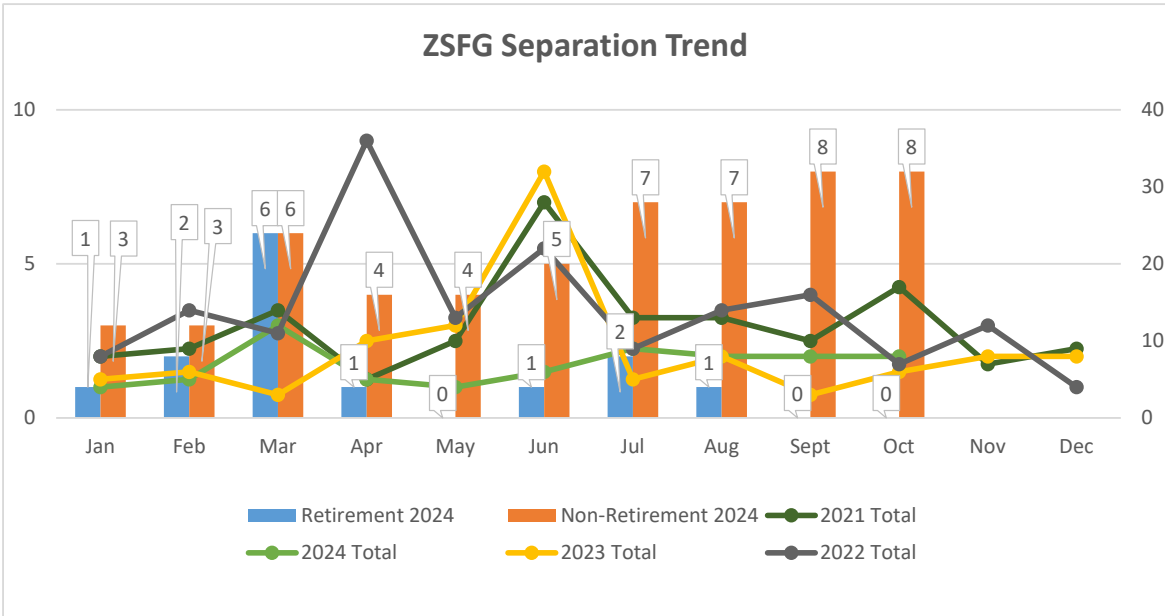
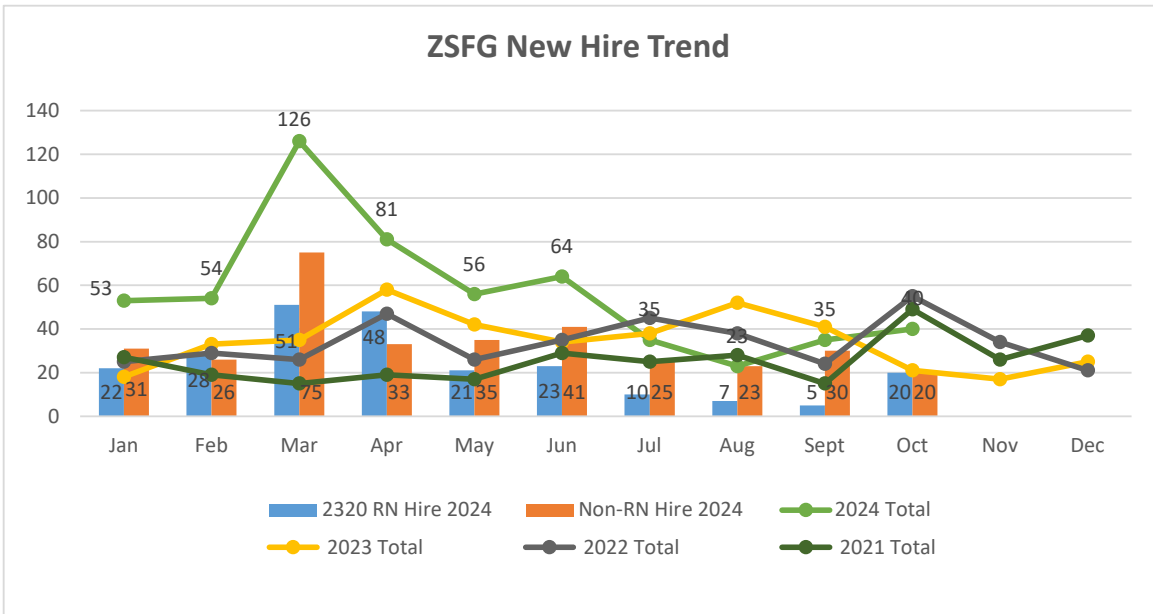
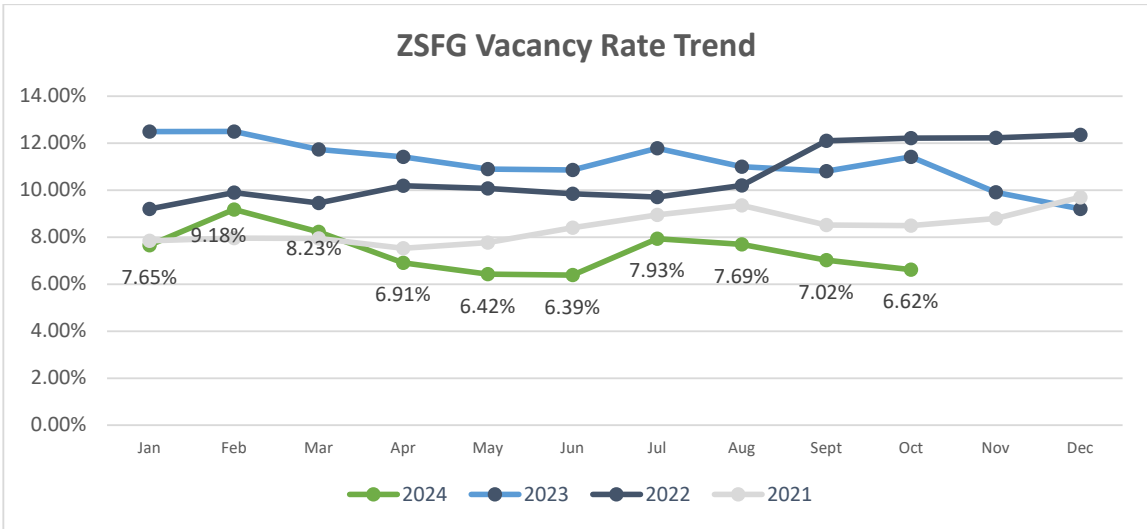
- One (1) 2903 Hospital Eligibility Worker
- One (1) 2430 Medical Evaluations Assistant
- Three (3) 2328 Nurse Practitioner
- One (1) 2587 Health Worker
- One (1) 2909 Hospital Eligibility Worker Supervisor

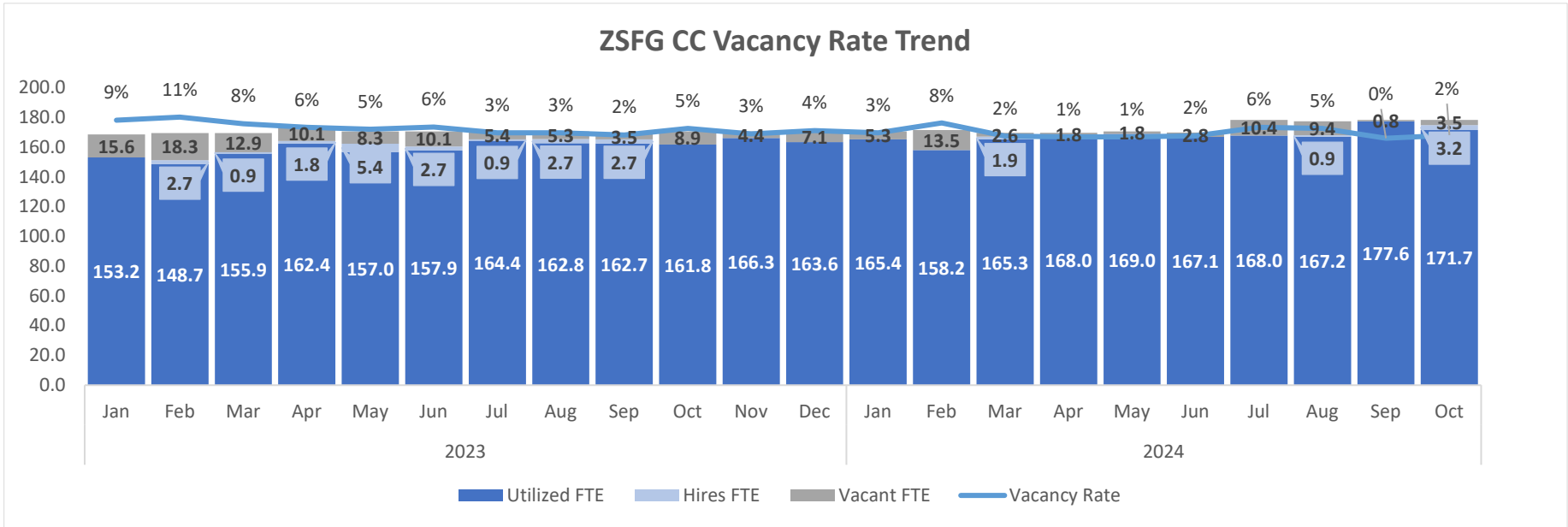
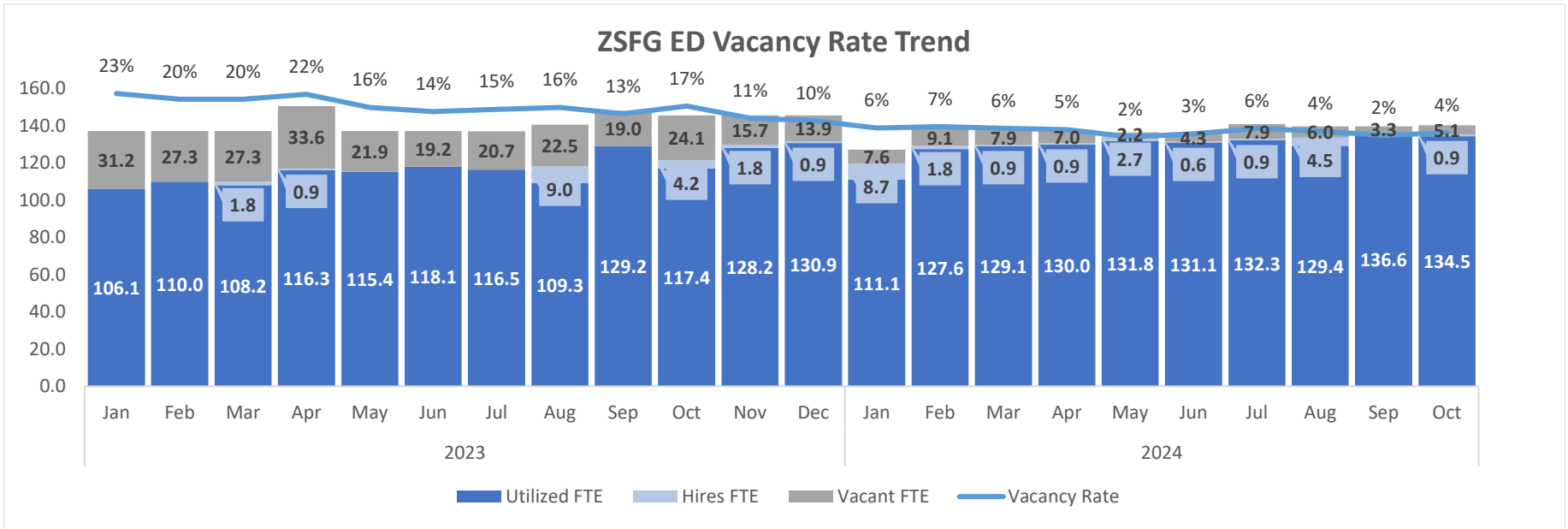
Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
1402	Junior Clerk	100%	0.0	1.0	Pending Requisition approval	5-10 days
1840	Junior Management Assistant	100%	0.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2408	Senior Pharmacy Helper (TX 2406)	100%	0.0	1.0	Interviews in progress/Pending Selection	30 days
2524	Senior Morgue Attendant	100%	0.0	1.0	Interviews in progress/Pending Selection	30 days
2588	Health Worker IV	100%	0.0	1.0	Pending Requisition approval	5-10 days
2822	Health Educator	100%	0.0	3.0	Interviews in progress/Pending Selection	30 days
6139	Sr Industrial Hygienist	100%	0.0	1.0	Pending Requisition approval	5-10 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
2540	Audiologist	52%	1.0	1.1	Pending Announcement/Exam Administration	60-90 days
0933	Manager V	50%	2.0	2.0	Pending Requisition approval	5-10 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
2202	Dental Aide	50%	1.0	1.0	Interviews in progress/Pending Selection	30 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
1824	Principal Administrative Analyst	43%	4.0	3.0	Pending Announcement/Exam Administration	60-90 days
2473	Diagnostic Medical Sonographer I, II	43%	2.8	2.1	Pending Requisition Request by Hiring Manager	30 days
0931	Manager III	40%	6.0	4.0	Pending Requisition approval	5-10 days
3417	Gardener	40%	1.5	1.0	Interviews in progress/Pending Selection	30 days
2310	Surgical Procedures Technician	37%	13.9	8.1	Interviews in progress/Pending Selection	30 days
2469	Diagnostic Imaging Tech III	36%	1.8	1.0	Pending Requisition Request by Hiring Manager	30 days
0942	Manager VII	33%	2.0	1.0	Interviews in progress/Pending Selection	30 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
2496	Radiologic Technologist Supv	29%	5.0	2.0	Pending Requisition Request by Hiring Manager	30 days
1406	Senior Clerk	27%	30.6	11.2	Interviews in progress/Pending Selection	30 days
2119	Health Care Analyst	26%	14.0	5.0	Interviews in progress/Pending Selection	30 days
2585	Health Worker I	25%	3.0	1.0	Onboarding	10-20 days
2305	Psychiatric Technician	21%	35.0	9.4	Interviews in progress/Pending Selection	30 days
0941	Manager VI	20%	4.0	1.0	Interviews in progress/Pending Selection	30 days
1635	Health Care Billing Clerk I	20%	4.0	1.0	Pending Requisition Request by Hiring Manager	30 days
1934	Storekeeper	20%	4.0	1.0	Onboarding	10-20 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	Pending Requisition approval	5-10 days
0923	Manager II	17%	5.0	1.0	Pending Announcement/Exam Administration	60-90 days
1663	Patient Accounts Supervisor	17%	5.0	1.0	Pending Announcement/Exam Administration	60-90 days
2586	Health Worker II	15%	60.0	10.5	Pending Requisition Request by Hiring Manager	30 days
2324	Nursing Supervisor	14%	12.0	2.0	Pending Requisition approval	5-10 days
2453	Supervising Pharmacist	14%	6.0	1.0	Pending Announcement/Exam Administration	60-90 days
2314	Public Health Team Leader	13%	20.8	3.0	Interviews in progress/Pending Selection	30 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
2622	Dietetic Technician	11%	5.0	0.6	Onboarding	10-20 days
2218	Physician Assistant	10%	7.7	0.9	Pending Announcement/Exam Administration	60-90 days
2328	Nurse Practitioner	10%	72.5	8.2	Interviews in progress/Pending Selection	30 days
2654	Cook	10%	9.0	1.0	Pending Requisition Request by Hiring Manager	30 days
1429	Nurses Staffing Assistant	10%	10.8	1.2	Pending Announcement/Exam Administration	60-90 days

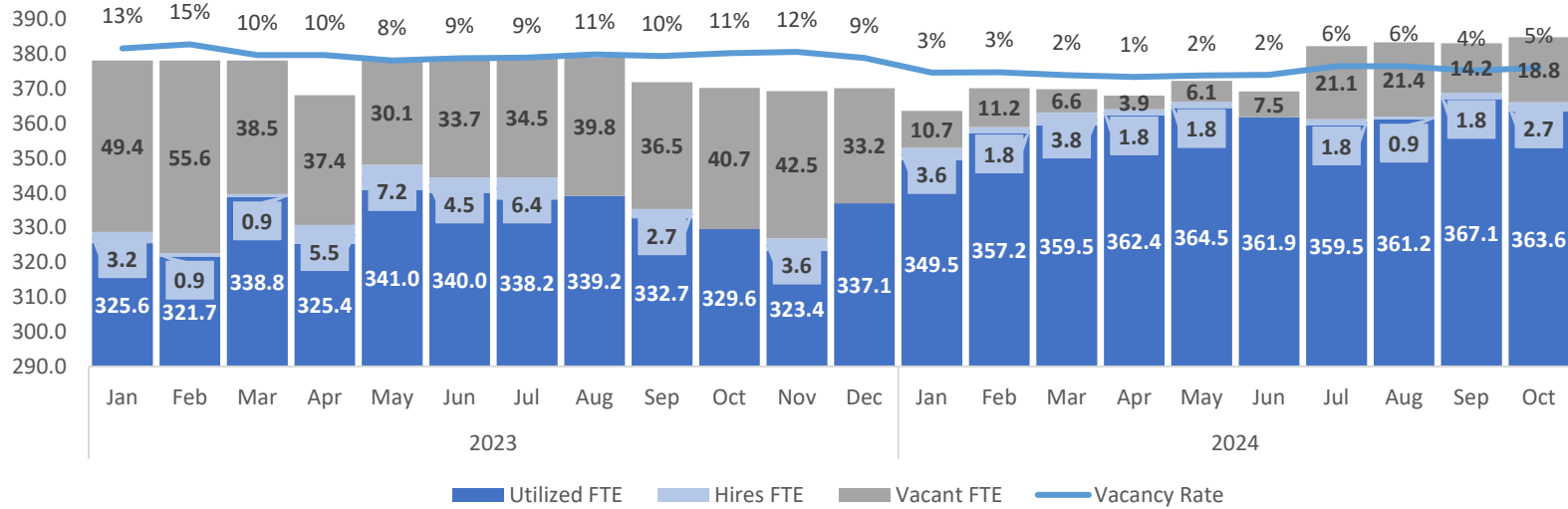
Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
1402	Junior Clerk	1.0	0.0	1.0	100%
1840	Junior Management Assistant	1.0	0.0	1.0	100%
2408	Senior Pharmacy Helper	1.0	0.0	1.0	100%
2524	Senior Morgue Attendant	1.0	0.0	1.0	100%
2588	Health Worker IV	1.0	0.0	1.0	100%
2822	Health Educator	3.0	0.0	3.0	100%
6139	Sr Industrial Hygienist	1.0	0.0	1.0	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%
2540	Audiologist	2.1	1.0	1.1	52%
0933	Manager V	4.0	2.0	2.0	50%
0943	Manager VIII	2.0	1.0	1.0	50%
1408	Principal Clerk	4.0	2.0	2.0	50%
2202	Dental Aide	2.0	1.0	1.0	50%
2392	Sr CPD Technician	2.0	1.0	1.0	50%
5506	Project Manager III	2.0	1.0	1.0	50%
1824	Principal Administrative Analyst	7.0	4.0	3.0	43%
2473	Diagnostic Medical Sonographer I, II, III	4.9	2.8	2.1	43%
0931	Manager III	10.0	6.0	4.0	40%
3417	Gardener	2.5	1.5	1.0	40%
2310	Surgical Procedures Technician	22.0	13.9	8.1	37%
2469	Diagnostic Imaging Tech III	2.8	1.8	1.0	36%
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%
2496	Radiologic Technologist Supv	7.0	5.0	2.0	29%
1406	Senior Clerk	41.8	30.6	11.2	27%
2119	Health Care Analyst	19.0	14.0	5.0	26%
2585	Health Worker I	4.0	3.0	1.0	25%
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%
1934	Storekeeper	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%
0923	Manager II	6.0	5.0	1.0	17%
1663	Patient Accounts Supervisor	6.0	5.0	1.0	17%
2586	Health Worker II	70.5	60.0	10.5	15%
2324	Nursing Supervisor	14.0	12.0	2.0	14%
2453	Supervising Pharmacist	7.0	6.0	1.0	14%
2314	Public Health Team Leader	23.8	20.8	3.0	13%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2323	Clinical Nurse Specialist	8.0	7.0	1.0	13%
2622	Dietetic Technician	5.6	5.0	0.6	11%
2218	Physician Assistant	8.6	7.7	0.9	10%
2328	Nurse Practitioner	80.7	72.5	8.2	10%
2654	Cook	10.0	9.0	1.0	10%
1429	Nurses Staffing Assistant	12.0	10.8	1.2	10%
2909	Hospital Eligibility Worker Supv	12.0	11.0	1.0	8%
1428	Unit Clerk	48.3	44.5	3.8	8%
7334	Stationary Engineer	26.0	24.0	2.0	8%
2430	Medical Evaluations Assistant	169.4	156.7	12.7	7%
2312	Licensed Vocational Nurse	51.6	47.8	3.7	7%
2587	Health Worker III	28.5	26.5	2.0	7%
2604	Food Service Worker	53.1	49.6	3.5	7%
1636	Health Care Billing Clerk II	18.0	17.0	1.0	6%
2903	Hospital Eligibility Worker	127.2	120.2	7.0	6%
2550	Sr Occupational Therapist	2.0	1.9	0.1	5%
1708	Senior Telephone Operator	11.0	10.5	0.5	5%
2320	Registered Nurse	1061.5	1014.2	47.3	4%
2424	X-Ray Laboratory Aide	34.9	33.5	1.4	4%
2471	Radiologic Technologist I, II, III	25.9	24.9	1.0	4%
2454	Clinical Pharmacist	35.5	34.5	1.0	3%
2322	Nurse Manager	41.0	40.0	1.0	2%
2468	Diagnostic Imaging Tech II	27.0	26.5	0.6	2%
2556	Physical Therapist	25.4	25.0	0.4	2%
2736	Porter	198.5	195.5	3.0	2%
2303	Patient Care Assistant	193.0	190.7	2.4	1%
2409	Pharmacy Technician	57.5	57.0	0.5	1%
2330	Anesthetist	13.4	13.3	0.1	1%





ZSFG MS Vacancy Rate Trend



ZSFG OR Vacancy Rate Trend

