

ZSFG HUMAN RESOURCE SERVICES REPORT

Submitted to the Joint Conference Committee (April 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 to 9.46% as of March 2022, which is down from 9.9% in February 2022. We've hired a total of twenty-six (26) employees between March 1 and March 31, 2022, in various classifications including RNs and had eleven (11) separations during the same period of which four (4) were retirements.
- 2) RN vacancy rate decreased to 5% this past month.
To mitigate challenges in hiring nurses:
 - Thirty- four (34) P103s were hired last month to fill gaps in vacancies
 - Continuing to direct hire using the Mayor Declaration of emergency for RN permanent positions, which speeds up selection process
- 3) HR conducts weekly/monthly vacancy meetings with the hospital executive team, or Program Managers, to review hiring plan.
- 4) RN bargaining began on March 3, 2022, thru June 30, 2022. HR participants include Luenna Kim, Karen Hill and Labor Analyst Rich David. When possible, I will share updates at future JCC sessions.
- 5) **RN hiring status update:**
 - Emergency Care Unit-
 - Ten (10) Experienced vacancies (13.61% of RNs in this specialty); no new candidate applications to review
 - Ten (10) Training vacancies, awaiting new applicant pool
 - Critical Care Unit –
 - No vacancies (0% of RNs in this specialty)
 - Med-Surgical Unit-
 - Three (3) Experienced vacancies (2.10% of RNs within this specialty); manager selections in progress
 - OR Unit-
 - Two (2) Experienced vacancies (8.72% of RNs within this specialty), manager selections in progress
 - Two (2) Training vacancies to fill, manager selections in progress
- 6) **RN Training Update:**
 - ED started a training class for April 18, with a cohort of seven (7) with the next class scheduled for August 8, 2022
 - ICU is targeted for June 13, 2022, for new vacancies

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
932	Manager IV	1.00	0.00	1.00	100%
1052	IS Business Analyst	1.00	0.00	1.00	100%
1630	Account Clerk	1.00	0.00	1.00	100%
1840	Junior Management Assistant	1.00	0.00	1.00	100%
2540	Audiologist	1.00	0.00	1.00	100%
2585	Health Worker I	4.00	0.00	4.00	100%
2620	Food Service Mgr Administrator	1.00	0.00	1.00	100%
5177	Safety Officer	1.00	0.00	1.00	100%
6138	Industrial Hygienist	1.00	0.00	1.00	100%
6139	Sr Industrial Hygienist	1.00	0.00	1.00	100%
7205	Chief Stationary Engineer	2.00	0.00	2.00	100%
7262	Maintenance Planner	1.00	0.00	1.00	100%
1649	Accountant II (Accountant Intern)	3.00	1.00	2.00	67%
1404	Clerk	4.00	2.00	2.00	50%
1635	Health Care Billing Clerk I	6.00	3.00	3.00	50%
1823	Senior Administrative Analyst	4.00	2.00	2.00	50%
1824	Principal Administrative Analyst	4.00	2.00	2.00	50%
1950	Assistant Purchaser	2.00	1.00	1.00	50%
2520	Morgue Attendant	1.00	0.50	0.50	50%
2558	Senior Physical Therapist	2.00	1.00	1.00	50%
2822	Health Educator	4.00	2.00	2.00	50%
4320	Cashier I	4.00	2.00	2.00	50%
5506	Project Manager III	2.00	1.00	1.00	50%
9910	Health Worker II (Interpreter Trainee)	10.00	5.00	5.00	50%
941	Manager VI	5.00	3.00	2.00	40%
1654	Accountant III	5.00	3.00	2.00	40%
2654	Cook	10.00	6.00	4.00	40%
2305	Psychiatric Technician	42.60	26.00	16.60	39%
7334	Stationary Engineer	26.00	17.00	9.00	35%
2119	Health Care Analyst	18.00	12.00	6.00	33%
2591	Health Program Coordinator II	3.00	2.00	1.00	33%
2740	Porter Supervisor I	9.00	6.00	3.00	33%
2770	Senior Laundry Worker	3.00	2.00	1.00	33%
2593	Health Program Coordinator III	13.00	9.00	4.00	31%
2314	Public Health Team Leader	23.80	17.80	6.00	25%
2105	Patient Services Finance Tech	8.00	6.00	2.00	25%
2785	Assistant General Services Mgr	4.00	3.00	1.00	25%
1406	Senior Clerk	41.80	31.35	10.45	25%
2622	Dietetic Technician	5.20	4.00	1.20	23%
2322	Nurse Manager	42.00	33.00	9.00	21%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2587	Health Worker III	28.00	22.00	6.00	21%
1636	Health Care Billing Clerk II	19.00	15.00	4.00	21%
922	Manager I	5.00	4.00	1.00	20%
1093	IT Operations Support Admin III	5.00	4.00	1.00	20%
2586	Health Worker II	56.00	46.00	10.00	18%
2930	Behavioral Health Clinician	16.50	13.60	2.90	18%
931	Manager III	12.00	10.00	2.00	17%
1632	Senior Account Clerk	6.00	5.00	1.00	17%
7335	Sr Stationary Engineer	6.00	5.00	1.00	17%
2548	Occupational Therapist	17.59	14.89	2.70	15%
2310	Surgical Procedures Technician	21.00	17.90	3.10	15%
2406	Pharmacy Helper	7.00	6.00	1.00	14%
2453	Supervising Pharmacist	7.00	6.00	1.00	14%
2908	Hospital Eligibility Worker	73.60	63.60	10.00	14%
2606	Senior Food Service Worker	8.00	7.00	1.00	13%
2903	Eligibility Worker	123.80	109.00	14.80	12%
1932	Assistant Storekeeper	17.00	15.00	2.00	12%
2323	Clinical Nurse Specialist	9.00	8.00	1.00	11%
2430	Medical Evaluations Assistant	168.56	150.33	18.23	11%
2450	Pharmacist	28.50	25.50	3.00	11%
2471	Radiologic Technologist I, II, III	16.90	15.20	1.70	10%
2846	Nutritionist	5.00	4.50	0.50	10%
2328	Nurse Practitioner	85.01	76.71	8.30	10%
2454	Clinical Pharmacist	35.50	32.50	3.00	8%
1429	Nurses Staffing Assistant	12.00	11.00	1.00	8%
2909	Hospital Eligibility Worker Supv	12.00	11.00	1.00	8%
1637	Patient Accounts Clerk	26.00	24.00	2.00	8%
2312	Licensed Vocational Nurse	54.15	50.50	3.65	7%
2330	Anesthetist	13.40	12.50	0.90	7%
2604	Food Service Worker	52.10	49.00	3.10	6%
2920	Medical Social Worker	38.60	36.50	2.10	5%
2320	Registered Nurse	978.25	930.95	47.30	5%
2409	Pharmacy Technician	55.50	52.98	2.53	5%
2303	Patient Care Assistant	185.80	179.49	6.31	3%
2556	Physical Therapist	24.40	23.59	0.81	3%
2736	Porter	187.00	182.56	4.44	2%
1428	Unit Clerk	48.30	47.20	1.10	2%
2468	Diagnostic Imaging Tech II	32.00	31.45	0.55	2%
2325	Nurse Midwife	3.44	3.41	0.03	1%
1708	Senior Telephone Operator	11.00	10.98	0.03	0%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2542	Speech Pathologist	6.20	6.19	0.01	0%
923	Manager II	6.00	6.00	0.00	0%
942	Manager VII	3.00	3.00	0.00	0%
943	Manager VIII	1.00	1.00	0.00	0%
1165	Manager, DPH	1.00	1.00	0.00	0%
1167	Physician Administrator, Department of Public Health	1.00	1.00	0.00	0%
1408	Principal Clerk	2.00	2.00	0.00	0%
1410	Chief Clerk	2.00	2.00	0.00	0%
1431	Senior Unit Clerk	1.00	1.00	0.00	0%
1634	Principal Account Clerk	1.00	1.00	0.00	0%
1652	Senior Accountant	2.00	2.00	0.00	0%
1657	Senior Systems Accountant	4.00	4.00	0.00	0%
1662	Patient Accounts Asst Supv	3.00	3.00	0.00	0%
1663	Patient Accounts Supervisor	5.00	5.00	0.00	0%
1664	Patient Accounts Manager	1.00	1.00	0.00	0%
1710	Chief Telephone Operator	1.00	1.00	0.00	0%
1822	Administrative Analyst	2.00	2.00	0.00	0%
1922	Senior Inventory Clerk	1.00	1.00	0.00	0%
1934	Storekeeper	3.00	3.00	0.00	0%
1936	Senior Storekeeper	1.00	1.00	0.00	0%
1938	Stores & Equipment Asst Supv	1.00	1.00	0.00	0%
1942	Assistant Materials Coordinator	3.00	3.00	0.00	0%
1944	Materials Coordinator	1.00	1.00	0.00	0%
2106	Medical Staff Svcs-Specialist	3.00	3.00	0.00	0%
2107	Medical Staff Svcs-Analyst	2.00	2.00	0.00	0%
2110	Medical Records Clerk	3.00	3.00	0.00	0%
2112	Medical Records Technician	4.00	4.00	0.00	0%
2114	Medical Records Tech-Supv	1.00	1.00	0.00	0%
2202	Dental Aide	2.00	2.00	0.00	0%
2218	Physician Assistant	8.10	8.10	0.00	0%
2302	Nursing Assistant	4.00	4.00	0.00	0%
2324	Nursing Supervisor	11.00	11.00	0.00	0%
2326	Nursing Supervisor - Psych	1.00	1.00	0.00	0%
2390	CPD Technician	24.80	24.80	0.00	0%
2392	Sr CPD Technician	2.00	2.00	0.00	0%
2408	Senior Pharmacy Helper	1.00	1.00	0.00	0%
2424	X-Ray Laboratory Aide	33.50	33.50	0.00	0%
2436	Electroencephalograph Tech I	1.00	1.00	0.00	0%
2467	Diagnostic Imaging Tech I	25.00	25.00	0.00	0%
2469	Diagnostic Imaging Tech III	3.80	3.80	0.00	0%

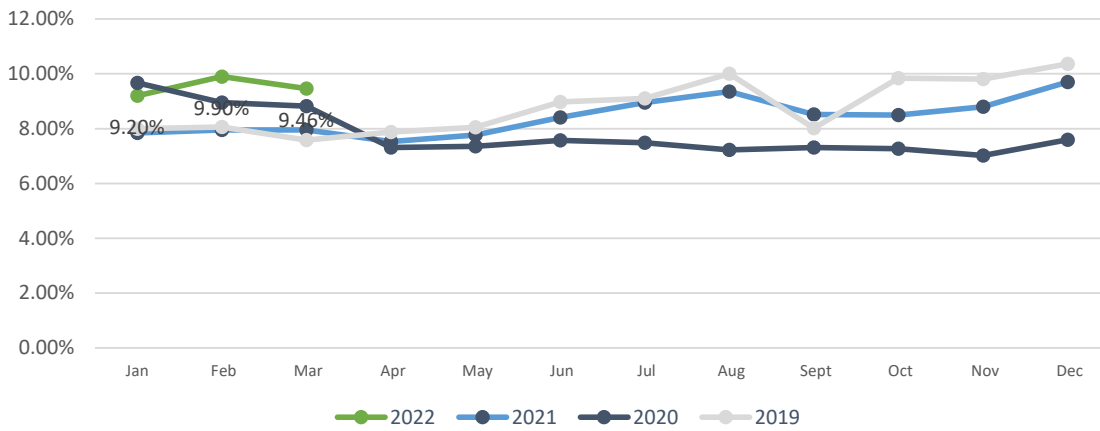
Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2470	Diagnostic Imaging Tech IV	7.20	7.20	0.00	0%
2472	Radiologic Technologist Lead	3.00	3.00	0.00	0%
2473	Diagnostic Medical Sonographer I, II, III	4.80	4.80	0.00	0%
2496	Radiologic Technologist Supv	7.00	7.00	0.00	0%
2514	Orthopedic Technician I	1.00	1.00	0.00	0%
2515	Orthopedic Technician II	1.00	1.00	0.00	0%
2522	Senior Morgue Attendant	1.00	1.00	0.00	0%
2550	Sr Occupational Therapist	2.00	2.00	0.00	0%
2551	MH Treatment Specialist	2.00	2.00	0.00	0%
2554	Therapy Aide	3.98	3.98	0.00	0%
2555	Physical Therapist Assistant	2.00	2.00	0.00	0%
2589	Health Program Coordinator I	2.00	2.00	0.00	0%
2618	Food Service Supervisor	6.50	6.50	0.00	0%
2619	Senior Food Service Supervisor	1.00	1.00	0.00	0%
2624	Dietitian	8.00	8.00	0.00	0%
2626	Chief Dietitian	1.00	1.00	0.00	0%
2656	Chef	1.00	1.00	0.00	0%
2738	Porter Assistant Supervisor	1.00	1.00	0.00	0%
2924	Medical Social Work Supv	2.00	2.00	0.00	0%
3417	Gardener	2.50	2.50	0.00	0%
3422	Park Section Supervisor	1.00	1.00	0.00	0%
3530	Chaplain	1.00	1.00	0.00	0%
4322	Cashier 3	1.00	1.00	0.00	0%
7120	Buildings/Grounds Maint Supe	1.00	1.00	0.00	0%
7203	Buildings/Grounds Maint Supv	2.00	2.00	0.00	0%
7236	Locksmith Supervisor 1	1.00	1.00	0.00	0%
7242	Painter Supervisor I	1.00	1.00	0.00	0%
7342	Locksmith	2.00	2.00	0.00	0%
7344	Carpenter	2.00	2.00	0.00	0%
7345	Electrician	1.00	1.00	0.00	0%
7346	Painter	4.00	4.00	0.00	0%
7347	Plumber	2.00	2.00	0.00	0%
7348	Steamfitter	1.00	1.00	0.00	0%
7524	Institution Utility Worker	4.00	4.00	0.00	0%
	Grand Total	3098.68	2805.65	293.03	9.46%

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
1840	Junior Management Assistant	100%	0.00	1.00	Interviews in progress
2620	Food Service Mgr Administrator	100%	0.00	1.00	Interviews in progress
932	Manager IV	100%	0.00	1.00	Pending Announcement/Exam Administration
1052	IS Business Analyst	100%	0.00	1.00	Pending Announcement/Exam Administration
2540	Audiologist	100%	0.00	1.00	Pending Announcement/Exam Administration
5177	Safety Officer	100%	0.00	1.00	Pending Announcement/Exam Administration
6138	Industrial Hygienist	100%	0.00	1.00	Pending Announcement/Exam Administration
6139	Sr Industrial Hygienist	100%	0.00	1.00	Pending Announcement/Exam Administration
7205	Chief Stationary Engineer	100%	0.00	2.00	Pending Announcement/Exam Administration
1630	Account Clerk	100%	0.00	1.00	Pending Requisition Approval
2585	Health Worker I	100%	0.00	4.00	Pending Requisition Request by Hiring Manager/Pending Selection
7262	Maintenance Planner	100%	0.00	1.00	Pending Selection (TX'd to 7213)
1649	Accountant II (Accountant Intern)	67%	1.00	2.00	Pending Requisition approval
1404	Clerk	50%	2.00	2.00	Interviews in progress
1823	Senior Administrative Analyst	50%	2.00	2.00	Pending Announcement/Exam Administration
1824	Principal Administrative Analyst	50%	2.00	2.00	Pending Announcement/Exam Administration
9910	Health Worker II (Interpreter Trainee)	50%	5.00	5.00	Pending Announcement/Exam Administration
1635	Health Care Billing Clerk I	50%	3.00	3.00	Pending Requisition Approval
2558	Senior Physical Therapist	50%	1.00	1.00	Pending Requisition approval
2822	Health Educator	50%	2.00	2.00	Pending Requisition Request by Hiring Manager
5506	Project Manager III	50%	1.00	1.00	Pending Requisition approval
2520	Morgue Attendant	50%	0.50	0.50	Pending Requisition Request by Hiring Manager
4320	Cashier I	50%	2.00	2.00	Pending Requisition Approval
1950	Assistant Purchaser	50%	1.00	1.00	Interviews in progress

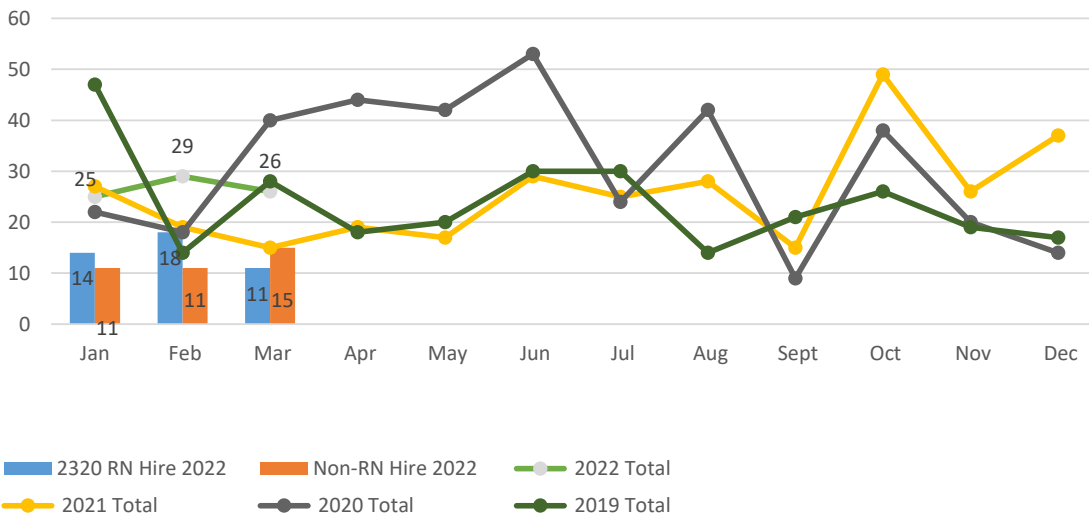
Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
1654	Accountant III	40%	3.00	2.00	Pending Announcement/Exam Administration
2654	Cook	40%	6.00	4.00	Interviews in Progress
0941	Manager VI	40%	3.00	2.00	Pending Announcement/Exam Administration
2305	Psychiatric Technician	39%	26.00	16.60	Pending Announcement/Exam Administration
7334	Stationary Engineer	35%	17.00	9.00	Interviews in progress
2119	Health Care Analyst	33%	12.00	6.00	Interviews in progress
2740	Porter Supervisor I	33%	6.00	3.00	Pending Announcement/Exam Administration
2770	Senior Laundry Worker	33%	2.00	1.00	Pending Requisition approval
2591	Health Program Coordinator II	33%	2.00	1.00	Pending Requisition Request by Hiring Manager
2593	Health Program Coordinator III	31%	9.00	4.00	Pending Announcement/Exam Administration
2314	Public Health Team Leader	25%	17.80	6.00	Pending Selection
2105	Patient Services Finance Tech	25%	6.00	2.00	Pending Announcement/Exam Administration
2785	Assistant General Services Mgr	25%	3.00	1.00	Pending Announcement/Exam Administration
1406	Senior Clerk	25%	31.35	10.45	Interviews in progress/Pending Requisition Request by Hiring Manager
2622	Dietetic Technician	23%	4.00	1.20	Interviews in progress
2587	Health Worker III	21%	22.00	6.00	Interviews in progress/Pending Selection
2322	Nurse Manager	21%	33.00	9.00	Pending Selection/Pending Announcement/Exam Administration
1636	Health Care Billing Clerk II	21%	15.00	4.00	Pending Requisition Approval
0922	Manager I	20%	4.00	1.00	Pending Requisition approval
1093	IT Operations Support Admin III	20%	4.00	1.00	Pending Requisition Approval
2586	Health Worker II	18%	46.00	10.00	Pending Requisition Request by Hiring Manager
2930	Behavioral Health Clinician	18%	13.60	2.90	Pending Announcement/Exam Administration
7335	Sr Stationary Engineer	17%	5.00	1.00	Pending Requisition approval
0931	Manager III	17%	10.00	2.00	Pending Requisition Request by Hiring Manager

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
1632	Senior Account Clerk	17%	5.00	1.00	Interviews in Progress
2548	Occupational Therapist	15%	14.89	2.70	Pending Requisition Approval
2310	Surgical Procedures Technician	15%	17.90	3.10	Pending Requisition Request by Hiring Manager
2406	Pharmacy Helper	14%	6.00	1.00	Interviews in progress
2453	Supervising Pharmacist	14%	6.00	1.00	Pending Selection
2908	Hospital Eligibility Worker	14%	63.60	10.00	Pending Requisition Approval
2606	Senior Food Service Worker	13%	7.00	1.00	Interviews in Progress
2903	Eligibility Worker	12%	109.00	14.80	Pending Announcement/Exam Administration
1932	Assistant Storekeeper	12%	15.00	2.00	Interviews in progress
2323	Clinical Nurse Specialist	11%	8.00	1.00	Pending Requisition Approval
2430	Medical Evaluations Assistant	11%	150.33	18.23	Pending Announcement/Exam Administration
2450	Pharmacist	11%	25.50	3.00	Interviews in progress
2471	Radiologic Technologist I, II, III	10%	15.20	1.70	Pending Announcement/Exam Administration
2846	Nutritionist	10%	4.50	0.50	Interviews in progress
2328	Nurse Practitioner	10%	76.71	8.30	Pending Announcement/Exam Administration

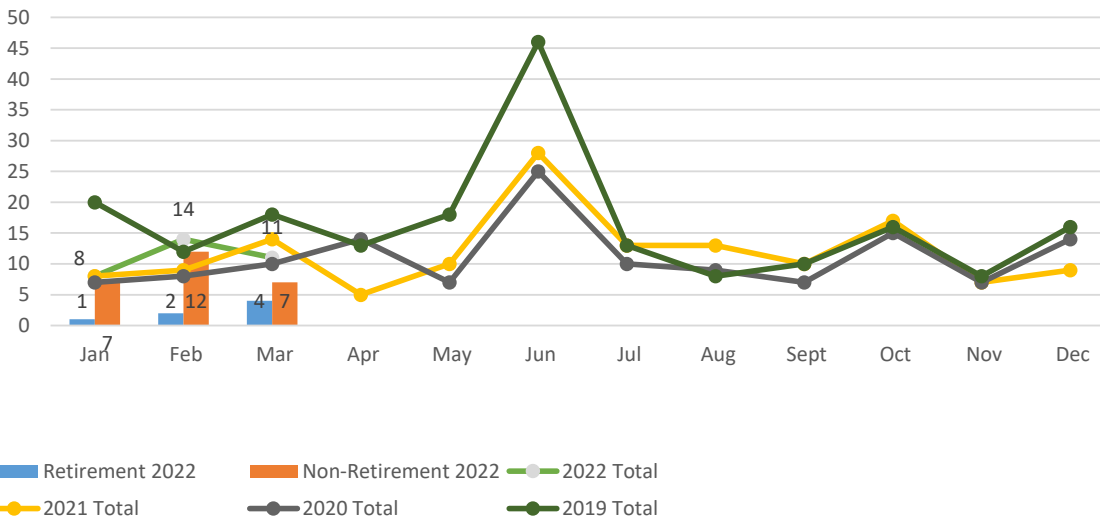
ZSFG Vacancy Rate Trend

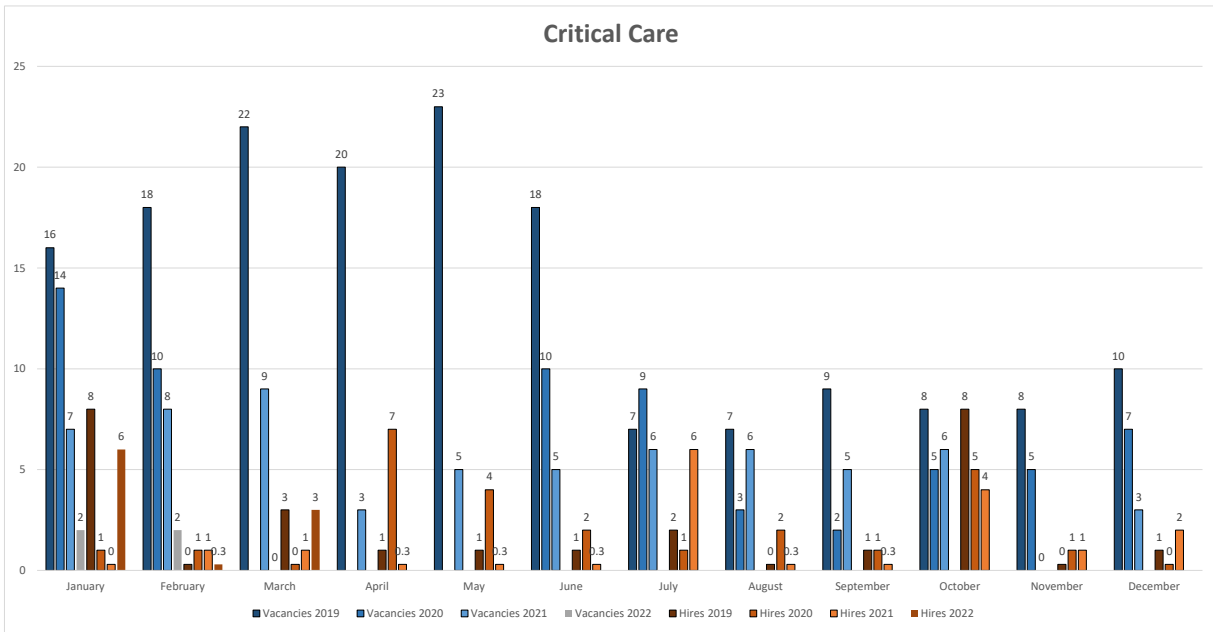
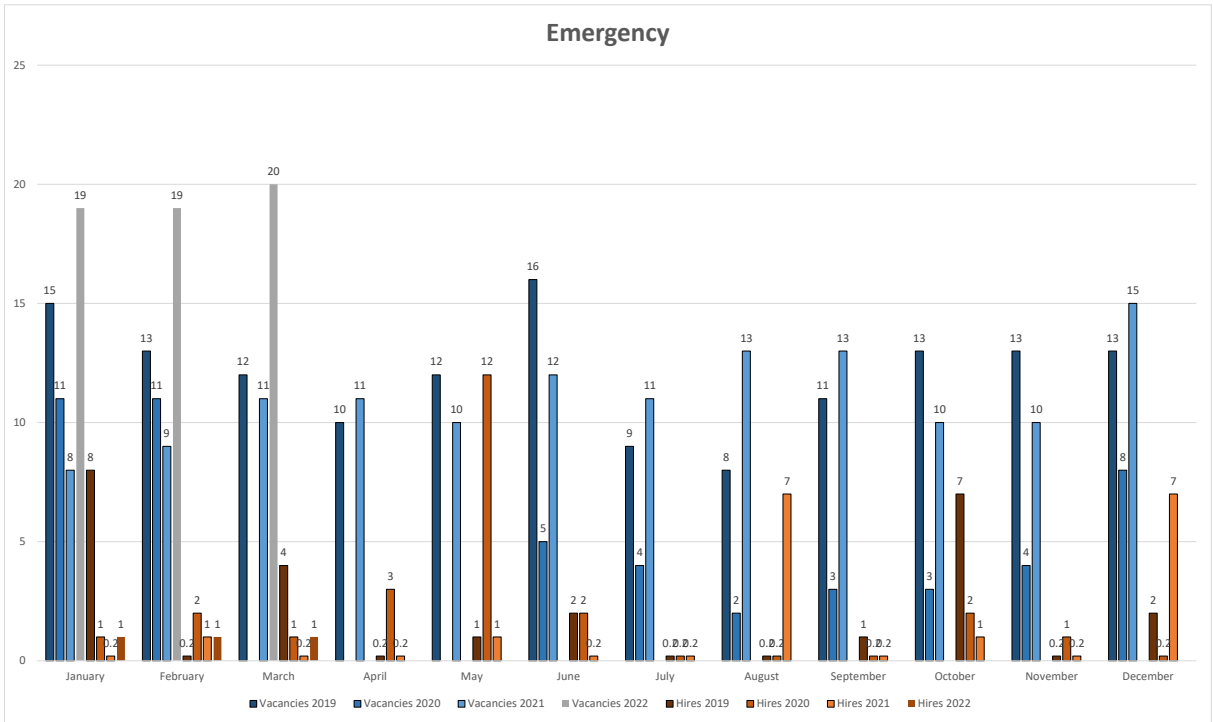


ZSFG New Hire Trend



ZSFG Separation Trend

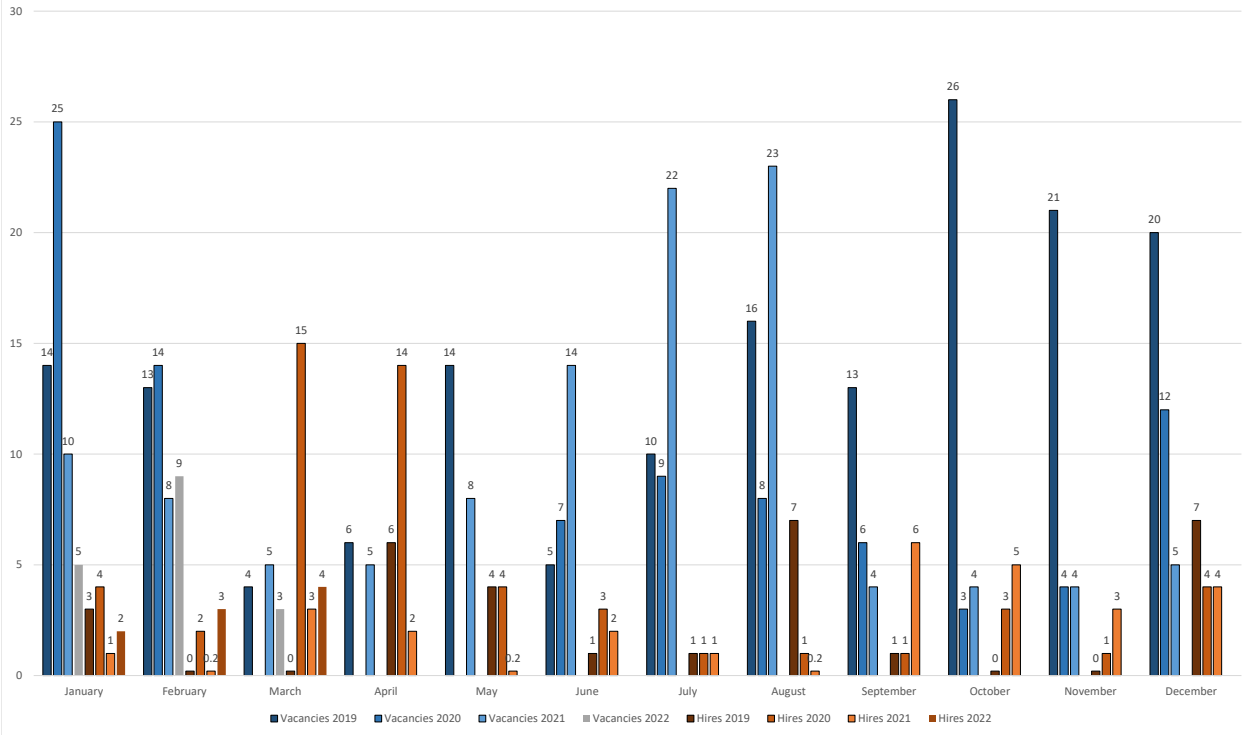




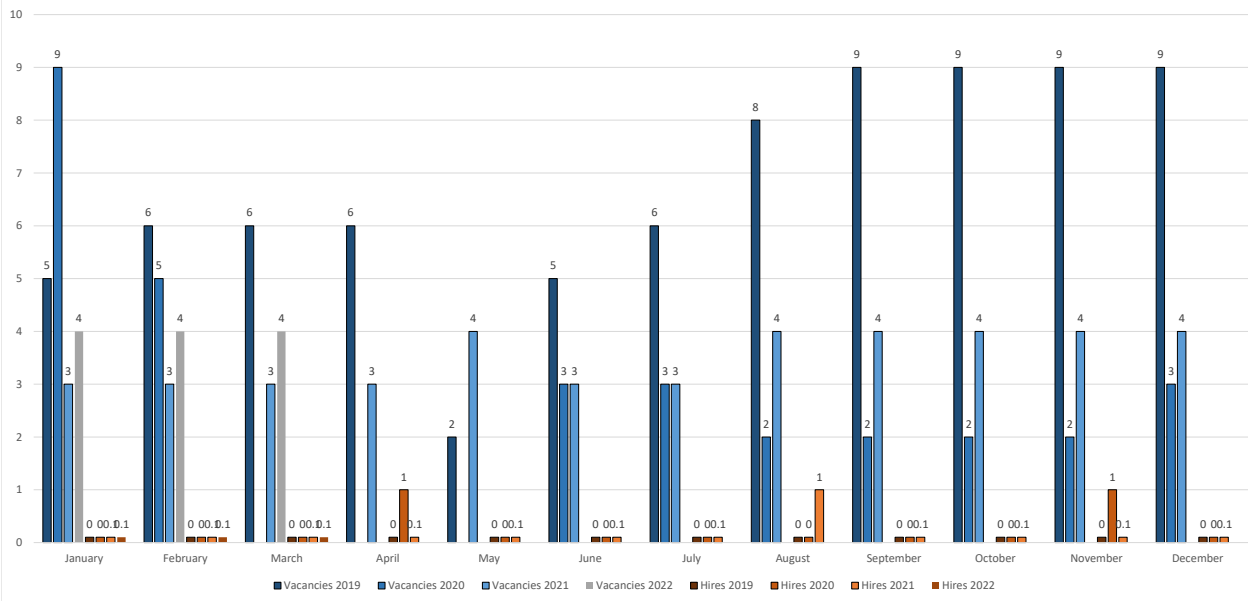
*Vacancies are based on data reported in JCC Summary.

*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			All Filled	N/A
May	All Filled	N/A			All Filled	N/A

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		
May	308		