

ZSFG HUMAN RESOURCE SERVICES REPORT

Submitted to the Joint Conference Committee (May 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 increased 10.19% as of April 2022, which is up from 9.46% in March 2022. We've hired a total of forty-seven (47) employees between April 1 and April 30, 2022, in various classifications including RNs and had thirty-six (36) separations during the same period of which seven (7) were retirements. We expect to see a higher increase in separations due to retirements through August 30th
- 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
- 3) HR conducts weekly/monthly vacancy meetings with the hospital executive team, or Program Managers, to review hiring plan.
- 4) RN bargaining is still underway, hoping to end soon. Majority of the bargaining units have reached tentative agreements and ratification and/or in the process of voting.
- 5) **RN hiring status update:**
 - Emergency Care Unit-
 - Ten (10) Experienced vacancies (16.48% of RNs in this specialty), applicants will be invited to hiring event for offers
 - Ten (14)*Training vacancies– Will convert to Experience for upcoming hiring event
 - Critical Care Unit –
 - Two (2) Experience vacancies (4.80% of RNs in this specialty), applicants will be invited to hiring event for offers
 - One (4) Training vacancies, 3 selections made with start date targeted for the June 13th training
 - Med-Surgical Unit-
 - Eleven (11) Experience vacancies (3.98% of RNs within this specialty); applicants will be invited to hiring event for offers
 - OR Unit-
 - Two (2) Experienced vacancies (8.72% of RNs within this specialty), applicants will be invited to hiring event for offers.
 - Two (2) Training vacancies to fill, manager selections in progress
- 6) **RN Training Update:**
 - ED next class is scheduled for August 8, 2022
 - ICU next class is targeted for June 13, 2022 for new selections
- 7) Hosting a Hiring event on May 31, June 1, and June 4th, Day 1 for interested P103's to benefited positions, Day 2 for existing applicants pools, Day 3 is a combination of P103 and externals.

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
932	Manager IV	1	0	1.00	100%
1052	IS Business Analyst	1	0	1.00	100%
1630	Account Clerk	1	0	1.00	100%
1840	Junior Management Assistant	1	0	1.00	100%
2540	Audiologist	1	0	1.00	100%
2585	Health Worker I	4	0	4.00	100%
2620	Food Service Mgr Administrator	1	0	1.00	100%
4322	Cashier 3	1	0	1.00	100%
5177	Safety Officer	1	0	1.00	100%
6138	Industrial Hygienist	1	0	1.00	100%
6139	Sr Industrial Hygienist	1	0	1.00	100%
7205	Chief Stationary Engineer	2	0	2.00	100%
7262	Maintenance Planner	1	0	1.00	100%
1649	Accountant II (Accountant Intern)	3	1	2.00	67%
1404	Clerk	4	2	2.00	50%
1635	Health Care Billing Clerk I	6	3	3.00	50%
1823	Senior Administrative Analyst	4	2	2.00	50%
1824	Principal Administrative Analyst	4	2	2.00	50%
1950	Assistant Purchaser	2	1	1.00	50%
2202	Dental Aide	2	1	1.00	50%
2520	Morgue Attendant	1	0.5	0.50	50%
2558	Senior Physical Therapist	2	1	1.00	50%
2822	Health Educator	4	2	2.00	50%
4320	Cashier I	4	2	2.00	50%
5506	Project Manager III	2	1	1.00	50%
9910	Health Worker II (Interpreter Trainee)	10	5	5.00	50%
941	Manager VI	5	3	2.00	40%
1654	Accountant III	5	3	2.00	40%
2654	Cook	10	6	4.00	40%
1093	IT Operations Support Admin III	5	3	2.00	40%
7334	Stationary Engineer	26	17	9.00	35%
2305	Psychiatric Technician	42.6	28.1	14.50	34%
1942	Assistant Materials Coordinator	3	2	1.00	33%
2110	Medical Records Clerk	3	2	1.00	33%
2119	Health Care Analyst	18	12	6.00	33%
2591	Health Program Coordinator II	3	2	1.00	33%
2740	Porter Supervisor I	9	6	3.00	33%
2770	Senior Laundry Worker	3	2	1.00	33%
2593	Health Program Coordinator III	13	9	4.00	31%
2622	Dietetic Technician	5.6	4	1.60	29%
2314	Public Health Team Leader	23.8	17.8	6.00	25%
931	Manager III	12	9	3.00	25%
1657	Senior Systems Accountant	4	3	1.00	25%
2105	Patient Services Finance Tech	8	6	2.00	25%
2112	Medical Records Technician	4	3	1.00	25%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2785	Assistant General Services Mgr	4	3	1.00	25%
1406	Senior Clerk	41.8	31.35	10.45	25%
2310	Surgical Procedures Technician	21	15.9	5.10	24%
2548	Occupational Therapist	17.59	13.59	4.00	23%
2323	Clinical Nurse Specialist	9	7	2.00	22%
2587	Health Worker III	28	22	6.00	21%
922	Manager I	5	4	1.00	20%
2930	Behavioral Health Clinician	16.5	13.6	2.90	18%
1636	Health Care Billing Clerk II	18	15	3.00	17%
7335	Sr Stationary Engineer	6	5	1.00	17%
2586	Health Worker II	56	47	9.00	16%
2908	Hospital Eligibility Worker	73.6	62.6	11.00	15%
2406	Pharmacy Helper	7	6	1.00	14%
2430	Medical Evaluations Assistant	168.56	147.33	21.23	13%
2606	Senior Food Service Worker	8	7	1.00	13%
2903	Eligibility Worker	123.8	110	13.80	11%
1637	Patient Accounts Clerk	27	24	3.00	11%
2328	Nurse Practitioner	85.01	76.01	9.00	11%
2846	Nutritionist	5	4.5	0.50	10%
2471	Radiologic Technologist I, II, III	17.9	16.2	1.70	9%
2454	Clinical Pharmacist	35.5	32.5	3.00	8%
1429	Nurses Staffing Assistant	12	11	1.00	8%
2909	Hospital Eligibility Worker Supv	12	11	1.00	8%
2920	Medical Social Worker	38.7	35.6	3.10	8%
2322	Nurse Manager	42	39	3.00	7%
2330	Anesthetist	13.4	12.5	0.90	7%
2320	Registered Nurse	975.85	914.25	61.60	6%
1932	Assistant Storekeeper	17	16	1.00	6%
2303	Patient Care Assistant	185.8	175.59	10.21	5%
2312	Licensed Vocational Nurse	54.15	51.4	2.75	5%
2409	Pharmacy Technician	55.5	52.975	2.53	5%
1428	Unit Clerk	48.3	46.2	2.10	4%
2450	Pharmacist	28.5	27.5	1.00	4%
2736	Porter	187	180.56	6.44	3%
2556	Physical Therapist	24.4	23.59	0.81	3%
2468	Diagnostic Imaging Tech II	32	31.45	0.55	2%
2325	Nurse Midwife	3.44	3.41	0.03	1%
1708	Senior Telephone Operator	11	10.975	0.03	0%
2604	Food Service Worker	52.1	52	0.10	0%
2542	Speech Pathologist	6.2	6.19	0.01	0%
923	Manager II	6	6	0.00	0%
942	Manager VII	3	3	0.00	0%
943	Manager VIII	1	1	0.00	0%
1165	Manager, DPH	1	1	0.00	0%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
1167	Physician Administrator, Department of Public Health	1	1	0.00	0%
1408	Principal Clerk	2	2	0.00	0%
1410	Chief Clerk	3	3	0.00	0%
1632	Senior Account Clerk	6	6	0.00	0%
1634	Principal Account Clerk	1	1	0.00	0%
1652	Accountant II	2	2	0.00	0%
1662	Patient Accounts Asst Supv	3	3	0.00	0%
1663	Patient Accounts Supervisor	5	5	0.00	0%
1664	Patient Accounts Manager	1	1	0.00	0%
1710	Chief Telephone Operator	1	1	0.00	0%
1822	Administrative Analyst	2	2	0.00	0%
1922	Senior Inventory Clerk	1	1	0.00	0%
1934	Storekeeper	3	3	0.00	0%
1936	Senior Storekeeper	1	1	0.00	0%
1938	Stores & Equipment Asst Supv	1	1	0.00	0%
1944	Materials Coordinator	1	1	0.00	0%
2106	Medical Staff Svcs-Specialist	2	2	0.00	0%
2107	Medical Staff Svcs-Analyst	2	2	0.00	0%
2114	Medical Records Tech-Supv	1	1	0.00	0%
2218	Physician Assistant	8.1	8.1	0.00	0%
2302	Nursing Assistant	4	4	0.00	0%
2324	Nursing Supervisor	11	11	0.00	0%
2326	Nursing Supervisor - Psych	1	1	0.00	0%
2390	CPD Technician	24.8	24.8	0.00	0%
2392	Sr CPD Technician	2	2	0.00	0%
2408	Senior Pharmacy Helper	1	1	0.00	0%
2424	X-Ray Laboratory Aide	33.5	33.5	0.00	0%
2436	Electroencephalograph Tech I	1	1	0.00	0%
2453	Supervising Pharmacist	7	7	0.00	0%
2467	Diagnostic Imaging Tech I	24	24	0.00	0%
2469	Diagnostic Imaging Tech III	3.8	3.8	0.00	0%
2470	Diagnostic Imaging Tech IV	7.2	7.2	0.00	0%
2472	Radiologic Technologist Lead	3	3	0.00	0%
2473	Diagnostic Medical Sonographer I, II, III	4.8	4.8	0.00	0%
2496	Radiologic Technologist Supv	7	7	0.00	0%
2514	Orthopedic Technician I	1	1	0.00	0%
2515	Orthopedic Technician II	1	1	0.00	0%
2522	Senior Morgue Attendant	1	1	0.00	0%
2550	Sr Occupational Therapist	2	2	0.00	0%
2551	MH Treatment Specialist	2	2	0.00	0%
2554	Therapy Aide	3.98	3.98	0.00	0%
2555	Physical Therapist Assistant	2	2	0.00	0%
2589	Health Program Coordinator I	2	2	0.00	0%
2618	Food Service Supervisor	6.5	6.5	0.00	0%

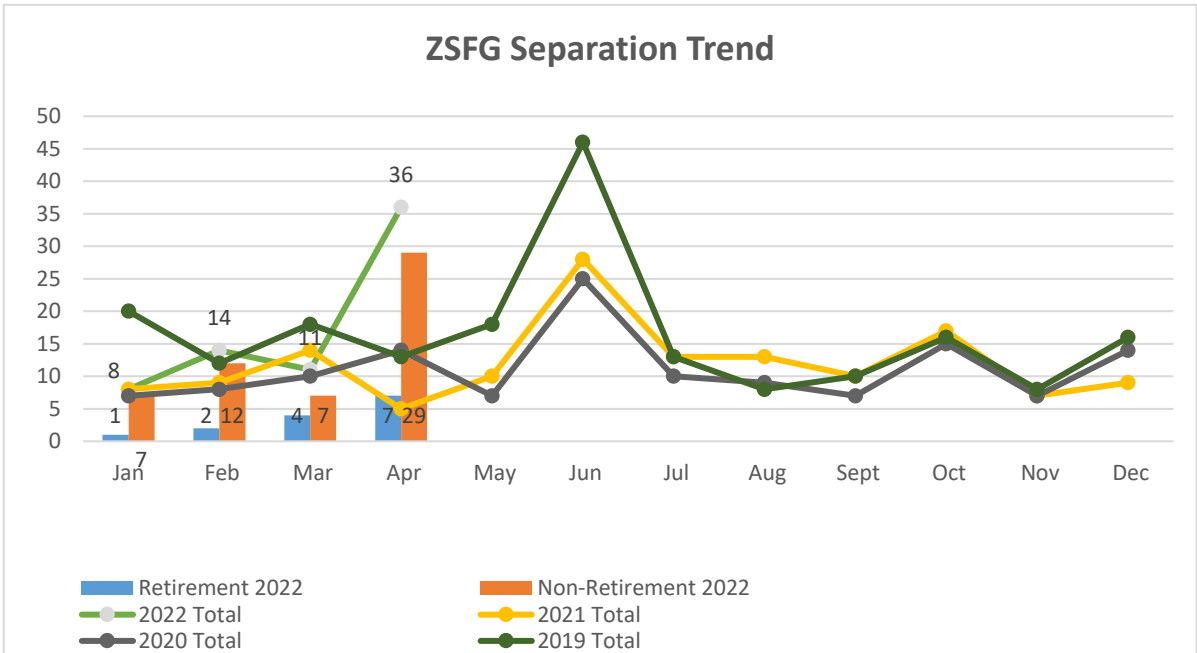
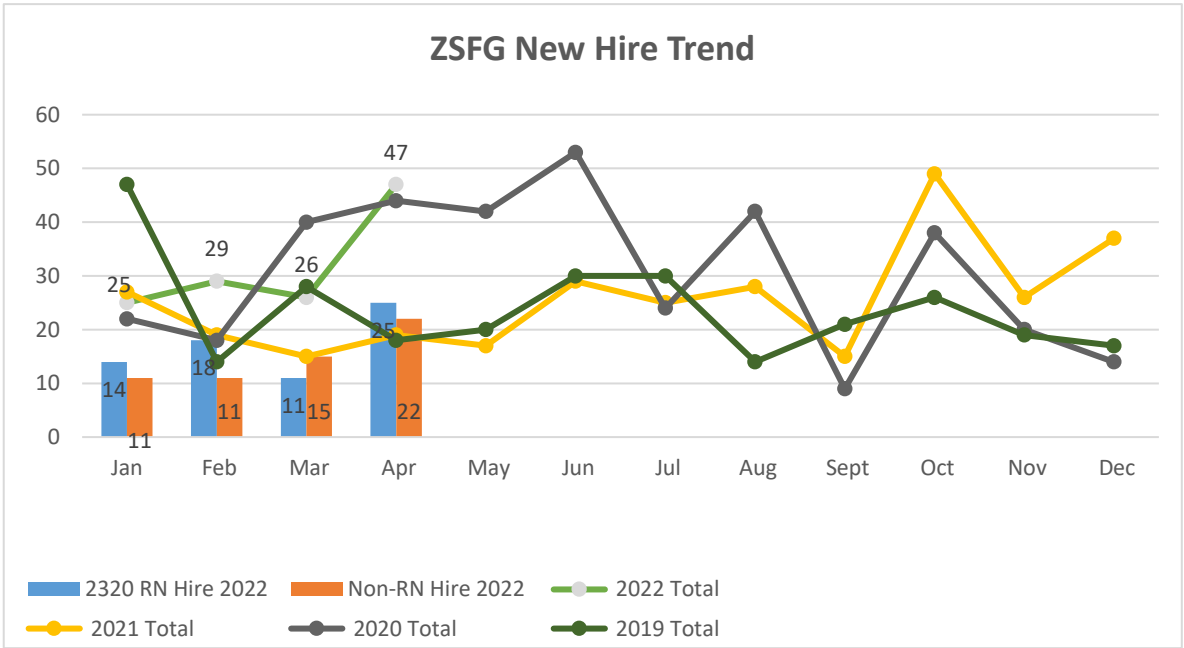
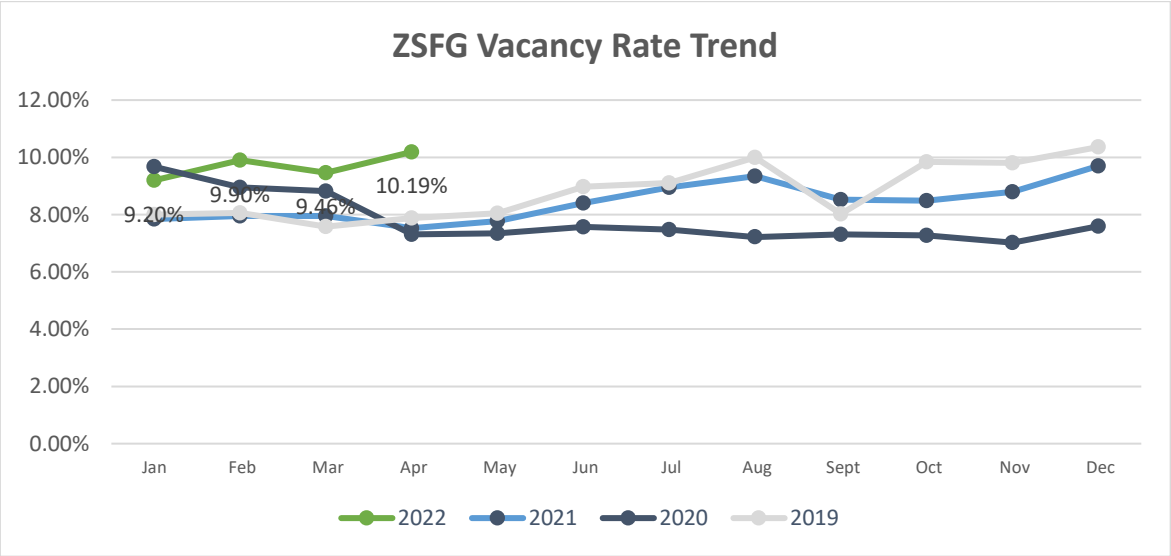
Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2619	Senior Food Service Supervisor	1	1	0.00	0%
2624	Dietitian	8	8	0.00	0%
2626	Chief Dietitian	1	1	0.00	0%
2656	Chef	1	1	0.00	0%
2738	Porter Assistant Supervisor	1	1	0.00	0%
2924	Medical Social Work Supv	2	2	0.00	0%
3417	Gardener	2.5	2.5	0.00	0%
3422	Park Section Supervisor	1	1	0.00	0%
3530	Chaplain	1	1	0.00	0%
7120	Buildings/Grounds Maint Supe	1	1	0.00	0%
7203	Buildings/Grounds Maint Supv	2	2	0.00	0%
7236	Locksmith Supervisor 1	1	1	0.00	0%
7242	Painter Supervisor I	1	1	0.00	0%
7342	Locksmith	2	2	0.00	0%
7344	Carpenter	2	2	0.00	0%
7345	Electrician	1	1	0.00	0%
7346	Painter	4	4	0.00	0%
7347	Plumber	2	2	0.00	0%
7348	Steamfitter	1	1	0.00	0%
7524	Institution Utility Worker	4	4	0.00	0%
	Grand Total	3095.78	2780.35	315.43	10.19%

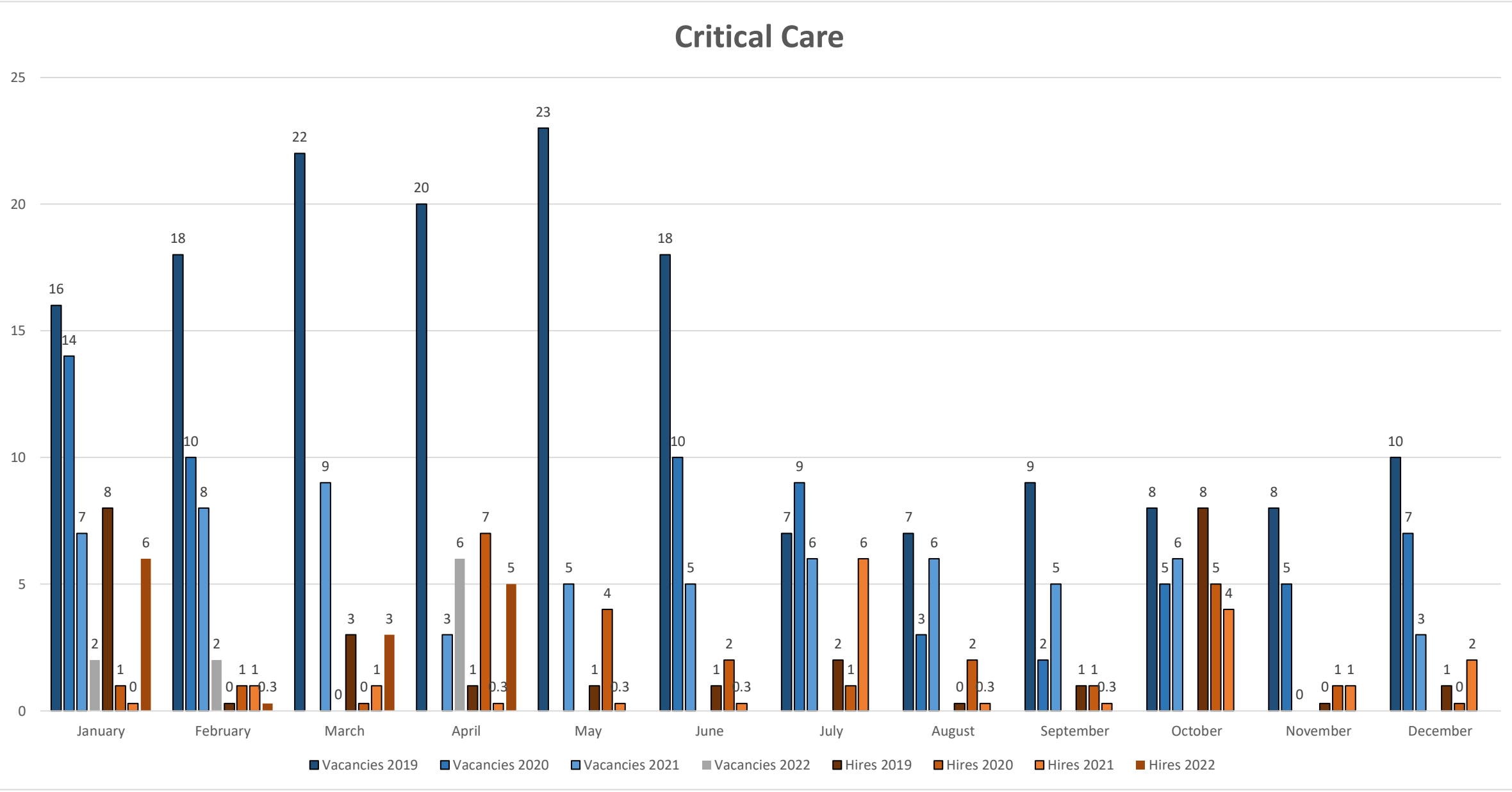
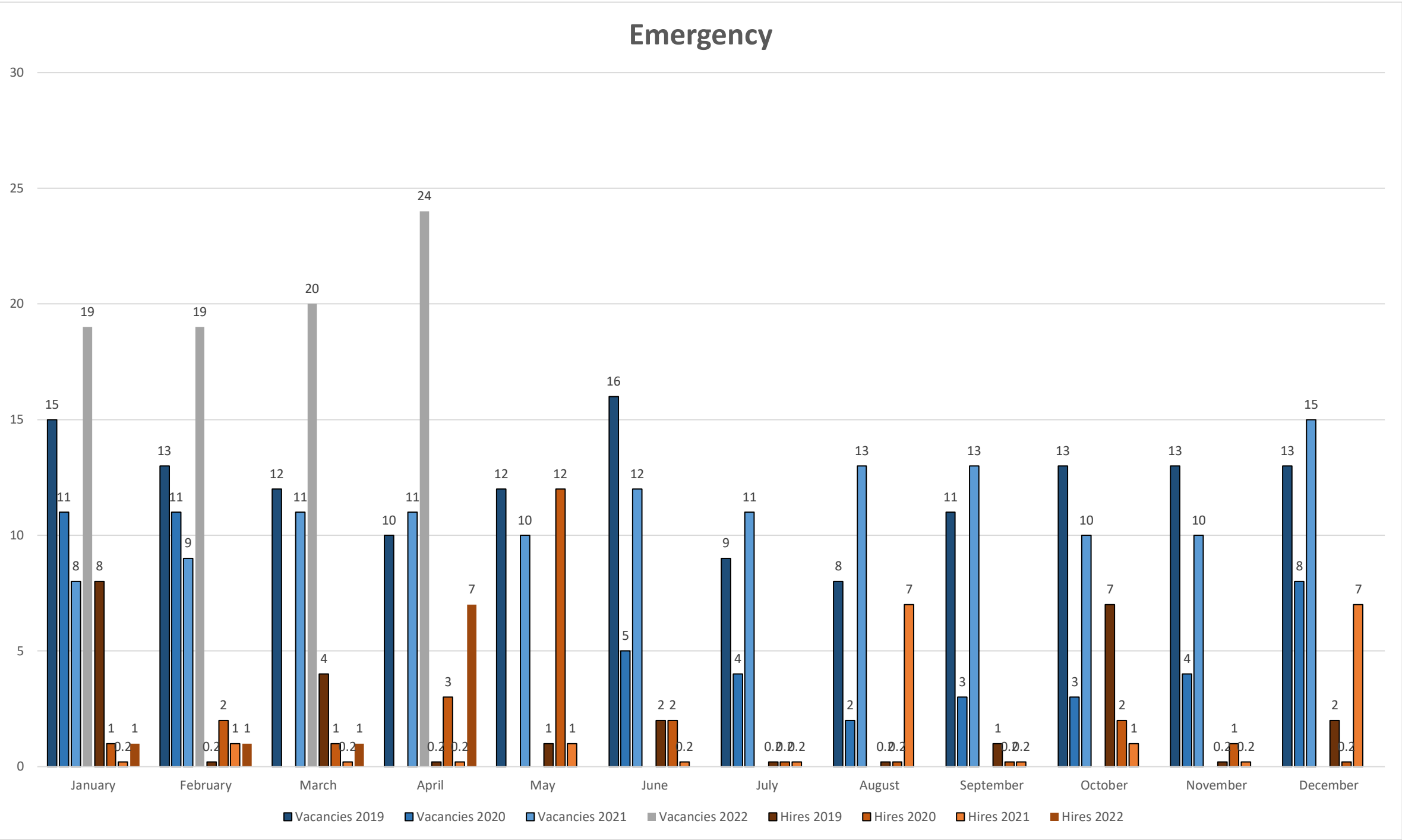
Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
932	Manager IV	100%	0	1.00	Pending Announcement/Exam Administration
1052	IS Business Analyst	100%	0	1.00	Pending Announcement/Exam Administration
1630	Account Clerk	100%	0	1.00	Pending Requisition Approval
1840	Junior Management Assistant	100%	0	1.00	Interviews in progress
2540	Audiologist	100%	0	1.00	Pending Announcement/Exam Administration
2585	Health Worker I	100%	0	4.00	Pending Requisition Request by Hiring Manager/Pending Selection
2620	Food Service Mgr Administrator	100%	0	1.00	Interviews in progress
4322	Cashier 3	100%	0	1.00	Pending Requisition Request by Hiring Manager
5177	Safety Officer	100%	0	1.00	Pending Announcement/Exam Administration
6138	Industrial Hygienist	100%	0	1.00	Pending Announcement/Exam Administration
6139	Sr Industrial Hygienist	100%	0	1.00	Pending Announcement/Exam Administration
7205	Chief Stationary Engineer	100%	0	2.00	Pending Announcement/Exam Administration
7262	Maintenance Planner	100%	0	1.00	Pending Selection (TX'd to 7213)
1649	Accountant II (Accountant Intern)	67%	1	2.00	Pending Requisition approval
1404	Clerk	50%	2	2.00	Interviews in progress
1635	Health Care Billing Clerk I	50%	3	3.00	Pending Requisition Approval
1823	Senior Administrative Analyst	50%	2	2.00	Pending Announcement/Exam Administration
1824	Principal Administrative Analyst	50%	2	2.00	Pending Announcement/Exam Administration
1950	Assistant Purchaser	50%	1	1.00	Interviews in progress
2202	Dental Aide	50%	1	1.00	Pending Requisition Approval

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
2520	Morgue Attendant	50%	0.5	0.50	Pending Requisition Request by Hiring Manager
2558	Senior Physical Therapist	50%	1	1.00	Pending Requisition approval
2822	Health Educator	50%	2	2.00	Pending Requisition Request by Hiring Manager
4320	Cashier I	50%	2	2.00	Pending Requisition Approval
5506	Project Manager III	50%	1	1.00	Pending Requisition approval
9910	Health Worker II (Interpreter Trainee)	50%	5	5.00	Pending Announcement/Exam Administration
941	Manager VI	40%	3	2.00	Pending Announcement/Exam Administration
1654	Accountant III	40%	3	2.00	Pending Announcement/Exam Administration
2654	Cook	40%	6	4.00	Interviews in Progress
1093	IT Operations Support Admin III	40%	3	2.00	Pending Requisition Approval
7334	Stationary Engineer	35%	17	9.00	Interviews in progress
2305	Psychiatric Technician	34%	28.1	14.50	Pending Announcement/Exam Administration
1942	Assistant Materials Coordinator	33%	2	1.00	Pending Announcement/Exam Administration
2110	Medical Records Clerk	33%	2	1.00	Interviews in progress
2119	Health Care Analyst	33%	12	6.00	Interviews in progress
2591	Health Program Coordinator II	33%	2	1.00	Pending Requisition Request by Hiring Manager
2740	Porter Supervisor I	33%	6	3.00	Pending Announcement/Exam Administration
2770	Senior Laundry Worker	33%	2	1.00	Pending Requisition approval
2593	Health Program Coordinator III	31%	9	4.00	Pending Announcement/Exam Administration
2622	Dietetic Technician	29%	4	1.60	Interviews in progress

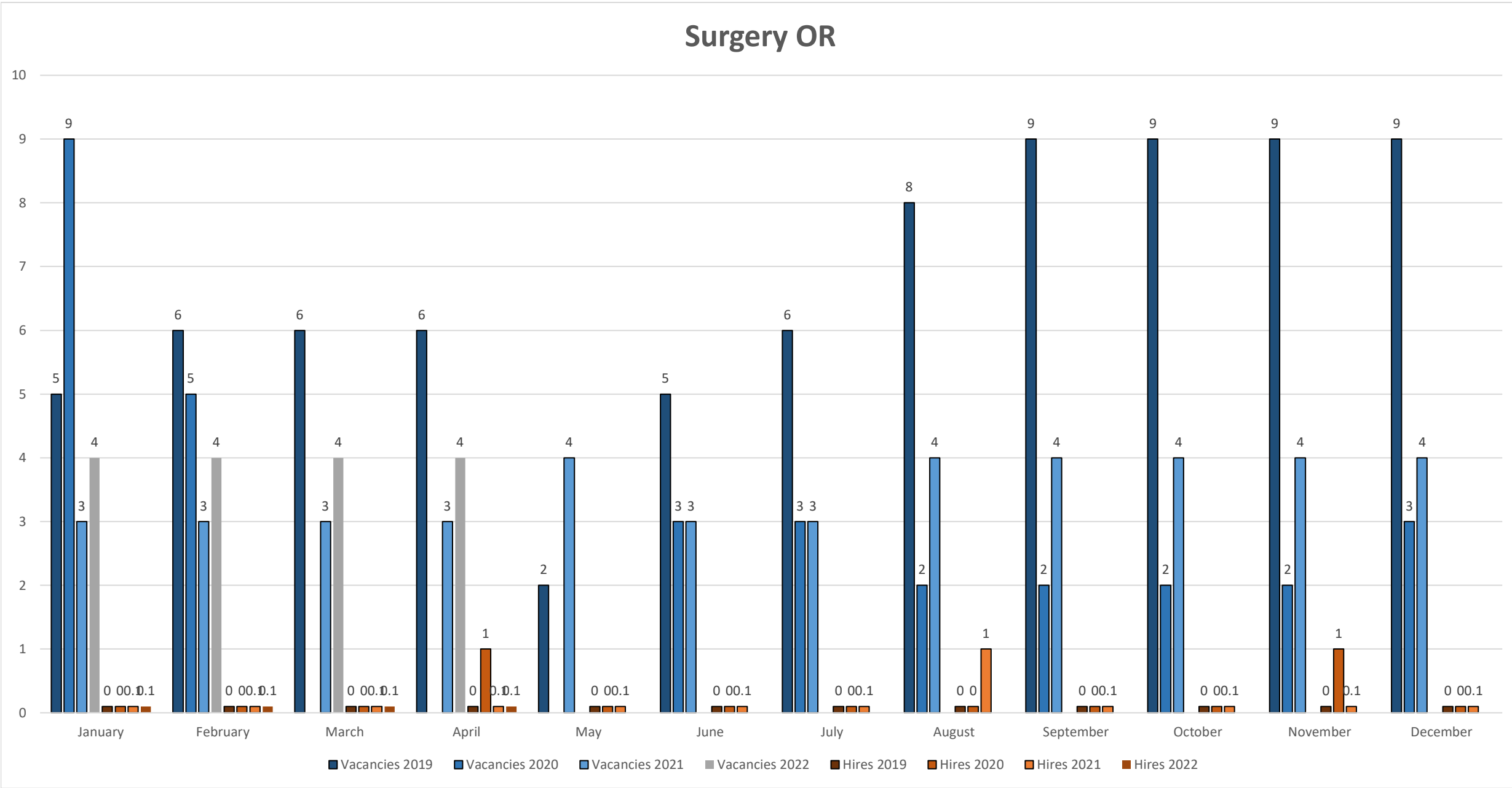
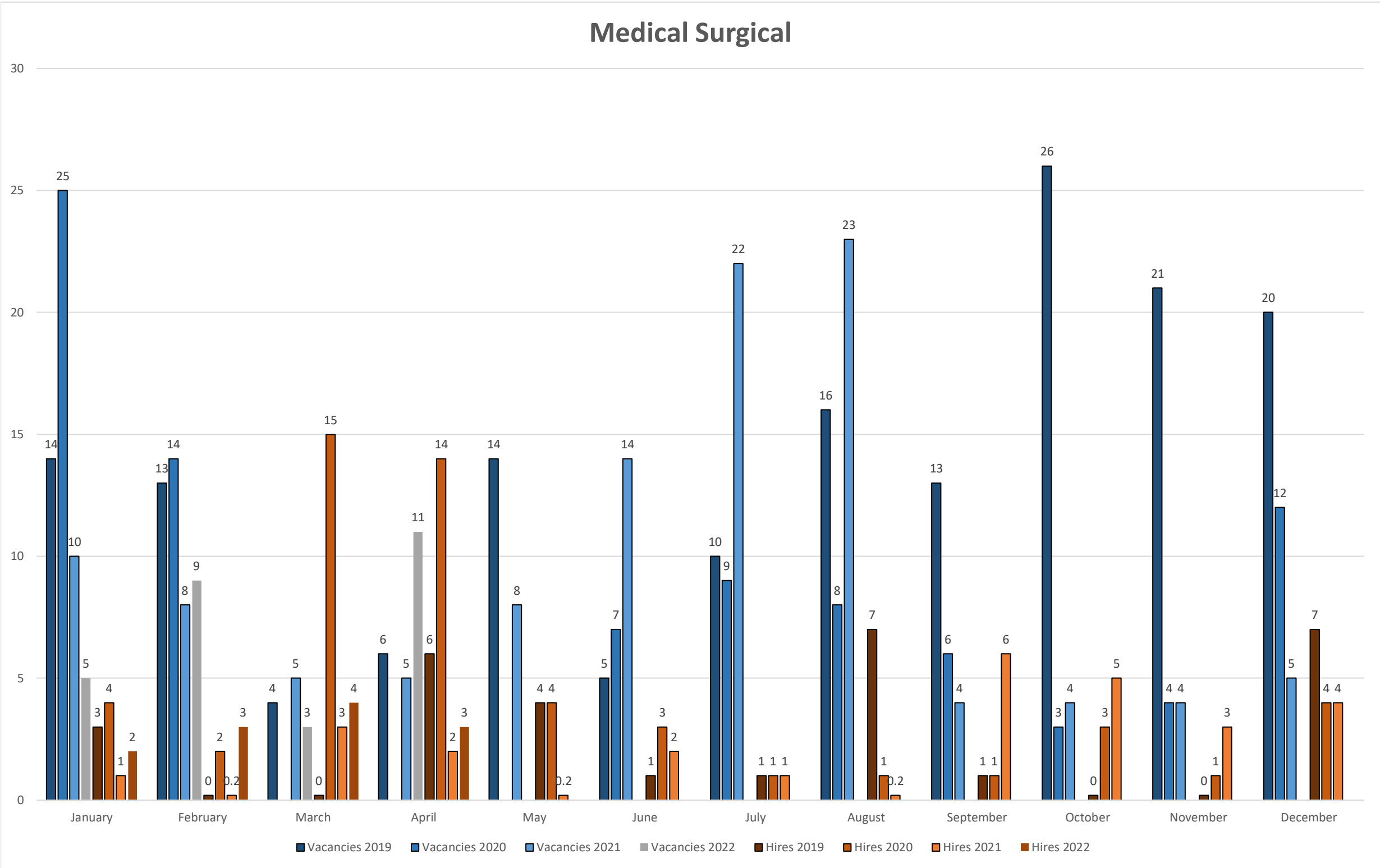
Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
2314	Public Health Team Leader	25%	17.8	6.00	Pending Selection
931	Manager III	25%	9	3.00	Pending Requisition Request by Hiring Manager
1657	Senior Systems Accountant	25%	3	1.00	Pending Requisition Approval
2105	Patient Services Finance Tech	25%	6	2.00	Pending Announcement/Exam Administration
2112	Medical Records Technician	25%	3	1.00	Pending Requisition Approval
2785	Assistant General Services Mgr	25%	3	1.00	Pending Announcement/Exam Administration
1406	Senior Clerk	25%	31.35	10.45	Interviews in progress/Pending Requisition Request by Hiring Manager
2310	Surgical Procedures Technician	24%	15.9	5.10	Pending Requisition Request by Hiring Manager
2548	Occupational Therapist	23%	13.59	4.00	Pending Requisition Approval
2323	Clinical Nurse Specialist	22%	7	2.00	Pending Requisition Approval
2587	Health Worker III	21%	22	6.00	Interviews in progress/Pending Selection
922	Manager I	20%	4	1.00	Pending Requisition approval
2930	Behavioral Health Clinicn	18%	13.6	2.90	Pending Announcement/Exam Administration
1636	Health Care Billing Clerk II	17%	15	3.00	Pending Requisition Approval
7335	Sr Stationary Engineer	17%	5	1.00	Pending Requisition approval
2586	Health Worker II	16%	47	9.00	Pending Requisition Request by Hiring Manager
2908	Hospital Eligibility Worker	15%	62.6	11.00	Pending Requisition Approval
2406	Pharmacy Helper	14%	6	1.00	Interviews in progress
2430	Medical Evaluations Assistant	13%	147.33	21.23	Pending Announcement/Exam Administration
2606	Senior Food Service Worker	13%	7	1.00	Interviews in Progress

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes
2903	Eligibility Worker	11%	110	13.80	Pending Announcement/Exam Administration
1637	Patient Accounts Clerk	11%	24	3.00	Pending Announcement/Exam Administration
2328	Nurse Practitioner	11%	76.01	9.00	Pending Announcement/Exam Administration
2846	Nutritionist	10%	4.5	0.50	Interviews in progress





*Vacancies are based on data reported in JCC Summary.
*Data set for hire details may exclude some reassignments and appointment changes.



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			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	223	85
May	308		