



COUNTY OF HUMBOLDT

For the meeting of: 3/26/2024

File #: 24-257

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Adoption of the Amended Job Specifications for Supervising Therapist and Occupational Therapist

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the amended job specification of Supervising Therapist (class 0940) (attachment #1) into the classification plan effective the first full pay period following Board adoption; and
2. Adopt the amended job specification of Occupational Therapist (class 0533) (attachment #2) into the classification plan effective the first full pay period following Board adoption.

SOURCE OF FUNDING:

Public Health Administration Fund 1175

DISCUSSION:

The Supervising Therapist and Occupational Therapist job classifications language was updated to bring the job specification language current with the licensure requirements and standards for the position, as well as updated duties related to the position in the Medical Therapy Unit. Along with updating the job specification, this item updates the position duties so they are client- and family-centered, reflective of terms used or not used in the population that is served and to be gender neutral. By doing this, it allows the Supervising Therapist and Occupational Therapist job classifications to be current and aligned with other Medical Therapy Unit programs across the State of California.

The adoption of these amended classifications will increase DHHS's ability to more effectively continue the services provided by the Public Health branch of DHHS by performing highly specialized therapeutic services to the community; and selecting, training, and evaluating the work of assigned personnel. The Supervising Therapist position requires a highly specialized skillset, including valid certification to practice as Physical Therapist by the Physical Therapy Board of California or possess a valid license to practice as an Occupational Therapist issued by the Board of Occupational Therapy of California. In addition to these licensure requirements, the amended job specification for the Supervising Therapist requires the incumbent have 3 years of credentialed experience performing physical and/or occupational therapy with children, including 2 years of experience in treating children with cerebral palsy or other neuro-muscular or musculoskeletal conditions. The Occupational Therapist requires the incumbent be a graduate of an American Occupational Therapy Association (AOTA) or the Accreditation Council for Occupational therapy education (AOTE) certified college or university and requires 1 year of credentialed experience performing occupational therapy with children, including case management experience, in order to qualify. Additionally, these updates clarify other duties and job functions performed by these classifications to appropriately describe the requirements for these classifications. Additionally, these amended and retitled job

specifications have been met and conferred upon with AFSCME Local 1684, who has agreed to these proposed changes.

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

This action will have no financial impact as this amends existing job specifications and does not modify the salary or existing allocations for either classification.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

By updating the job specifications and duties, the Supervising Therapist and Occupational Therapist job classifications will be current and aligned with other Medical Therapy Unit programs across the State of California. In addition, adopting these amended classifications will increase DHHS's ability to more effectively continue the services provided by the Public Health branch of DHHS by performing highly specialized therapeutic services to the community; and selecting, training, and evaluating the work of assigned personnel.

This action will have no staffing impact as there will be no changes to the allocations for the Supervising Therapist or Occupational Therapist classifications.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: Create opportunities for improved safety and health

New Initiatives: Provide community-appropriate levels of service

Strategic Plan: 4.4 - Attract and retain the best county employees

OTHER AGENCY INVOLVEMENT:

Municipal Resources Group (MRG)

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to adopt the amended job classification for the Supervising Therapist and Occupational Therapist. This is not recommended, as this would limit the ability of DHHS to recruit and retain staff into this specialized classification.

ATTACHMENTS:

Attachment 1 - Proposed Job Classification Specification for Supervising Therapist

Attachment 2 - Proposed Job Classification Specification for Occupational Therapist

PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A