

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.43
(ID # 11500)**

MEETING DATE:
Tuesday, January 28, 2020

FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES: Human Resources Occupational Health Internal Service Fund Rates for Fiscal Year 2020/2021, All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Assistant County Executive Officer/Human Resources Director's recommendation for Fiscal year 2020/21 Occupational Health Internal Service Fund rates as included in the Cost Allocation Plan attached.

ACTION:Policy

Brenda Diederichs
Brenda Diederichs, Assistant CEO / Human Resources Director 12/30/2019

MINUTES OF THE BOARD OF SUPERVISORS

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BACKGROUND:

Summary

Occupational Health pre-employment physicals represent the first clinical encounter

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$0	\$0	\$ 0
NET COUNTY COST	\$ 0	\$0	\$0	\$ 0
SOURCE OF FUNDS: Departmental Budgets 100%			Budget Adjustment:	No
			For Fiscal Year:	20/21

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary (continued)

that prospective employees will experience with the County, setting the tone for expectations for those who have chosen to join the County work community. Drug testing is completed for prospective employees in accordance with Board Policy C-10.

Some job classifications have more stringent pre-employment restrictions established by state and federal legal guidelines to ensure a healthy working environment for employees and to mitigate risk to citizens receiving services. There are three levels of pre-employment physicals identified as Class I, Class II, and Class III. Class I physicals are performed for job classifications with the highest risk and Class III physicals are performed for the lowest risk classifications. Rates for all classes of pre-employment physicals can be found in Attachment A.

Specific classifications may also require that polygraph examinations, psychological testing, or both, be performed. Although these services have standard rates, they also have different rates for external vendors and an hourly component for more extensive consultations. Rates for polygraph and psychological testing can also be found in Attachment A.

While employed at the County, Occupational Health annual physicals are performed specifically to meet guidelines established by the Occupational Safety and Health Administration (OSHA), published by the United States Department of Labor and also the Health Insurance Portability and Accountability Act (HIPAA), published by the United States Department of Health and Human Services, that have outlined safety standards that must be maintained for many positions held across the County of Riverside. Medical staff members, hazardous waste handlers, and drivers each have their own rules regarding annual physicals. Random testing may also be required. Occupational Health provides the examinations to meet these requirements. Annual exams are also identified as Class I, Class II, or Class III due to the

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commonality shared with the pre-employment exams. Rates for Annual exams can also be found in Attachment A.

Two years ago, Occupational Health rates were raised for the first time in the last ten years. Since there is not enough history with the new rates, fiscal year 20/21 rates will be held flat while the new rates are evaluated. The increase shown is due to variability in revenue from year to year that can be attributed to staffing changes and changes in demand for services countywide.

Conclusion

The Occupational Health Department rates are building a history which will allow proper evaluation in future periods. When developing the FY 21/22 rates, another time study will be completed as there will be sufficient historical data available to make more reliable projections.

Impact on Residents and Businesses

There is no impact on residents and businesses as these are rates to internal County departments.

SUPPLEMENTAL:

Additional Fiscal Information

Occupational Health rates are being held flat to evaluate the adequacy of the new rates implemented two years ago to sustain capital requirements and to maintain current service levels. With the exception of the Polygraph rate reduction of \$42 per exam, the rates are the same as last year.

ATTACHMENTS:

ATTACHMENT A. FY 2020-21 Occupational Health Cost Allocation Plan


Irvelza Dulos Santos 1/22/2020