

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # \*B-6

Urgent

Routine

AGENDA DATE January 15, 2008

CEO Concurs with Recommendation YES  NO   
(Information Attached)

4/5 Vote Required YES  NO

SUBJECT:

Approval to Add a New Position and Classification of Behavioral Health Medical Director for the Department of Behavioral Health and Recovery Services

STAFF RECOMMENDATIONS:

1. Amend the Salary and Position Allocation Resolution to include the addition of a new classification of Behavioral Health Medical Director at a new salary band of \$184,995.20 to \$277,472.00 annually effective the start of the first pay period after Board approval.
2. Amend the Salary and Position Allocation Resolution to add one new Behavioral Health Medical Director position assigned to Behavioral Health and Recovery Services budget unit.

FISCAL IMPACT:

The new Behavioral Health Medical Director position will be funded from existing appropriations in the Behavioral Health and Recovery Services budget unit for Fiscal Year 2007-2008. Based on a projected starting salary at mid-point of the salary band (approximately \$231,000), the total cost of the new position including all benefit related costs is approximately \$297,000 annually.

BOARD ACTION AS FOLLOWS:

No. 2008-036

On motion of Supervisor Monteith, Seconded by Supervisor Grover

and approved by the following vote,

Ayes: Supervisors: O'Brien, Grover, Monteith, DeMartini, and Chairman Mayfield

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1)  Approved as recommended

2)  Denied

3)  Approved as amended

4)  Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

**DISCUSSION:**

For at least the last ten years, the Department of Behavioral Health and Recovery Services has contracted with a Personal Services Contractor to serve in the capacity of full-time Medical Director to provide direction to the professional medical staff assigned to the Department. The current annual cost of this Personal Services Contract is approximately \$325,000, including all salary and benefit related costs. The scope of the current Personal Services Contract is similar to a full-time County management position and includes all management cost of living increases and management benefits. The current Personal Services Contractor has given notice to resign from County employment in January 2008. It is recommended that a new classification be established to replace the former Personal Services Contractor position serving in the capacity of Behavioral Health Medical Director. It is expected that moving the position from a contractor to an allocated full-time management position will increase the accountability of the Behavioral Health Medical Director as a member of the Department's leadership team and ultimately provide a better model for supporting the quality of patient care.

The proposed classification, Behavioral Health Medical Director, will be unclassified and designated management for labor relations purposes. The salary range for this classification is proposed to be \$184,995.20 to \$277,472.00 annually. The proposed salary reflects the current labor market for experienced, professional medical director services in the mental health field, and takes into consideration the current salaries paid to County Psychiatrists who report to the Behavioral Health Medical Director position. The Department has identified a potential candidate in this salary range and will provide a formal job offer upon the Board of Supervisors' approval of this item.

**POLICY ISSUES:**

Approval of this item addresses the Board of Supervisors' priorities of ensuring a Healthy Community and Efficient Delivery of Public Services.

**STAFFING IMPACTS:**

Authorize the addition of a new position and classification Behavioral Health Medical Director to the Behavioral Health and Recovery Services budget unit at a salary band of \$184,995.20 to \$277,472.00 annually effective the start of the first pay period after Board of Supervisors approval. The new classification will be designated as management and assigned to the unclassified service. The attached proposed job specification outlines the duties and responsibilities of this classification if approved by the Board of Supervisors.



## BEHAVIORAL HEALTH MEDICAL DIRECTOR STANISLAUS COUNTY JOB DESCRIPTION

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### **DEFINITION:**

Working under the direction of the Behavioral Health Director at Behavioral Health and Recovery Services (BHRS) and as a member of the Senior Leadership team, the Behavioral Health Medical Director will have a key role in ensuring that the organization's mission, goals and values are supported and facilitated by all Department staff .

The Behavioral Health Medical Director will be a key member in transforming BHRS and its contracted providers into an innovative behavioral health care system, promoting quality care and accessible services in an efficient, client-centered, culturally competent and caring manner. In addition, this position is responsible for overall client psychiatric services within the organization's service sites; the management of medical staff including midlevel staff; and the organization-wide coordination and facilitation of behavioral health care review, service delivery process and the development of the behavioral health care plan. The individual will oversee and facilitate the assurance that the medical program's goals and measures are met.

The Medical Director will also provide strategic direction and innovative problem solving capability for the Behavioral Health Director at BHRS, the Senior Leadership team, the Chief Executive Officer, the Mental Health Board, the Advisory Board on Substance Abuse Programs and the wider community of mental health professionals, consumers, and involved families. Lastly, the Medical Director will be an advocate for the Institute of Medicine goal of quality care that is " effective, efficient, safe, timely, patient-centered, and equitable."

### **TYPICAL TASKS:**

- Acts as head of medical services of BHRS program sites, including BHRS staff assigned to Doctors Behavioral Health Center, working collaboratively with physicians, midlevel practitioners and BHRS management on all aspects of operational and client care policies, procedures and guidelines, including working collaboratively with administrative management on best practices and work flow;
- Works as a leader and role model for staff psychiatrists and other staff, especially in the promotion of a client-centered approach to working with consumers and families, and in the promotion of the principles of recovery and resiliency;
- Provides psychiatric expertise as a consultant, at the request of Senior Leadership or other BHRS staff;
- Attends case conferences and consults on an as-needed basis, especially at the request of other Senior Leaders;
- Provides clinical and administrative supervision for all Department physicians, including all relevant supervisory functions, such as preparation of performance evaluations, directing, coaching and counseling;
- Works with physicians to ensure timely communication and resolution of issues related to administrative, clinical and quality of care concerns;
- Is responsible for senior level medical involvement in BHRS utilization management, quality management, and continuous process improvement activities, in part in conjunction with the Quality Management Team;

- Working with Risk Management, reviews and provides expert advice regarding significant risk incidents; investigates and resolves customer complaints and provider quality concerns; and oversees psychiatric peer review process;
- Is responsible for developing and implementing psychiatric and medical policies, procedures and protocols, upon approval by BHRS Senior Leadership Team and Director.
- In concert with other Senior Leaders, works to assure BHRS compliance with voluntary, state and federal laws, rules and regulations;
- Ensures compliance of medical staff with the BHRS mission statement and County policies;
- Leads BHRS in efforts to recruit, orient and retain medical staff, in order to adequately meet the coverage needs of the Department.
- Acts as Medical Director of the Stanislaus BHRS Managed Health Plan (MHP), and in that function, provides oversight of utilization management, quality management, and continuous process improvement activities of the MHP;
- As Medical Director of the MHP, serve as final physician reviewer for Medi-Cal and uninsured patient claims;
- Conducts regular meetings of BHRS physicians and nurses (at least once monthly);
- Conducts regular meetings with the inpatient medical staff on a weekly basis, so as to monitor closely the care being rendered to inpatient clients, and to facilitate an optimal working relationship with other hospital resources;
- Promotes fiscal responsibility as it relates to provider productivity, utilization of resources and service efficiency;
- Participates with other Senior Leadership staff in budget planning and monitoring; controls program activities within budget limits or policies;
- Works with other Senior Leadership staff to identify service needs and areas for improvement, and subsequently develops new programs in concert with the team;
- Provides leadership to medical staff in preparation for State and Federal audits and reviews; participates with BHRS Director and Senior Leadership staff to ensure timely and appropriate response to audits;
- Acts as liaison with medical community and Medical Directors of other facilities, practices, and health plans;
- Advises, consults and makes recommendations to the BHRS Behavioral Health Director on medical staff and other clinical affairs and issues;
- Attends Senior Leadership meetings weekly and Mental Health Board meetings and various community and Board of Supervisors' meetings on an as needed basis as determined with the BHRS Director;
- Promotes cooperative working relationships among the multidisciplinary teams, including psychiatrists, other staff, consumers, families, and other treating physicians;
- Serves as a resource for family and consumer groups;
- Collaborates in the development and implementation of the BHRS Strategic Plan;

- Provides leadership for specific Performance Improvement Projects related to BHRS strategic goals, especially in the areas of primary care relationships and shared decision making;
- Collaborates with consumers, families, and multidisciplinary staff to improve services;
- Provides training as appropriate to BHRS employees, contractors, and members of the public.

**MINIMUM QUALIFICATIONS:**

<b>SKILLS/ABILITIES</b>	<b>KNOWLEDGE</b>
<ul style="list-style-type: none"> <li>• Possess strong analytical and technical skills to review, prepare, and interpret medical reports and related material and make logical recommendations;</li> <li>• Excellent written and verbal communication skills;</li> <li>• Manage large and complex budgets;</li> <li>• Manage quality improvement initiatives, including redesigning processes, establishing metrics, and leading quality teams;</li> <li>• Display flexibility in accepting, changing, or carrying out assignments;</li> <li>• Network and advocate for the organization and serve as a liaison to local and State professional societies;</li> <li>• Work productively as part of a team with a broad spectrum of professionals in senior leadership roles.</li> </ul>	<ul style="list-style-type: none"> <li>• Principles and practices of modern medicine including, preventive and primary and medical health care;</li> <li>• Principles of organization, management and supervision;</li> <li>• Recruitment techniques to attract qualified medical personnel;</li> <li>• Previous management skills in a similar position with Quality Management background;</li> <li>• Knowledge of clinical operations, current therapies and the delivery of quality medical care that are consistent with a licensed Psychiatric Specialty physician;</li> <li>• Knowledge of third party payor issues, California medical practice guidelines and malpractice laws, Title 22 regulations, Bureau of Primary Care;</li> <li>• Sensitivity to a culturally diverse environment.</li> </ul>
<b>EDUCATION/EXPERIENCE/LICENSE</b>	
<ul style="list-style-type: none"> <li>• At least five years experience in a post-residency setting</li> <li>• Possession of a valid California medical license or eligible for a valid California Physician license;</li> <li>• Board Qualified, or, preferably Board Certified in Psychiatry;</li> <li>• Qualifies for and maintains active status on the medical staff of Doctors Medical Center of Modesto.</li> </ul>	

**BOARD OF SUPERVISOR'S PRIORITIES:**

- A healthy community