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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
NEW HAMPSHIRE HOSPITAL

Jeffrey A. Meyers  
Commissioner

36 CLINTON STREET, CONCORD, NH 03301  
603-271-5300 1-800-852-3345 Ext. 5300  
Fax: 603-271-5395 TDD Access: 1-800-735-2964  
www.dhhs.nh.gov

Lori A. Shabinette  
Chief Executive Officer

November 21, 2019

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, NH 03301

**REQUESTED ACTION**

Pursuant to RSA 99:8, Increases for Recruitment Purposes, and in accordance with Per 904.01 of the Rules of the Division of Personnel, Request for Temporary Increase, authorize the Department of Health and Human Services, New Hampshire Hospital, to continue a twenty percent (20%) increase in the hourly rate for recruitment and retention purposes for the Occupational Therapist I, II, Supervisor IV and Administrator III positions effective February 21, 2020 upon Governor & Council approval through February 21, 2022. 34% General Funds and 66% Other Funds.

**EXPLANATION**

The purpose of this request is to seek a continuation of the salary enhancement currently in place to assist with the recruitment and retention of Occupational Therapy staff and two OT management positions effective upon G&C approval. The NH Administrative Services Division of Personnel has reviewed and approved this request.

The Occupational Therapy positions that currently fall under the 20% enhancement at New Hampshire Hospital are as follows:

Position #	Title	LG
15899	Occupational Therapist II	21
15901	Occupational Therapist II	21
15975	Occupational Therapist II	21
18630	Occupational Therapist II	21
19025	Occupational Therapist II	21
30903	Occupational Therapist II	21
40408	Occupational Therapist II	21
15714	Supervisor IV - OT/Rehab	25
30822	Administrator III - OT/Rehab	31

Current approval of the enhancement expires on 2/21/2020. The initial request for a 13.5% salary enhancement was approved in February 2006 and was subsequently increased to 20% and approved in April 2009, June 2013, August 2017 and January 2018. The purpose of the salary enhancement was to assist the recruitment and retention of these positions, which had been extremely difficult in the competitive healthcare labor market from which the hospital recruits applicants. In addition to the NH Hospital salaries not keeping pace with labor market trends, the field of Occupational Therapy has upgraded the educational requirements to require a Master's degree in order to qualify for entry-level occupational therapy positions. Consequently, graduates will be carrying more debt and will seek out positions that will enable them to repay loans. Private hospitals not only pay higher salaries but also will often assist employees with student loans payments as a recruitment tool or may provide a sign on cash bonus.

The enhancements have been instrumental to the retention of the current Occupational Therapist IIs now onboard at NH Hospital. It is for this reason that we respectfully request that the enhancement continue in order to retain the ability to facilitate the efficient discharge of patients to the community. Occupational Therapists are essential for discharge planning as they evaluate and treat patients' cognitive and physical ability to live independently for integration into the community. These positions are even more crucial as the US Department of Justice and the Disability Rights Center have filed suit against the NH Department of Health and Human Services alleging that persons in New Hampshire, who are suffering from mental illness, are hospitalized at higher expense and for longer periods of time due the State's failure to provide sufficient community mental health services. A settlement agreement reached in this matter included a component, which requires NHH Occupational Therapists to prepare patients for community living and create individual plans for patients to promote integration into the community.

The state of NH starting salary for an Occupational Therapist II at NHH without the enhancement is \$43,114.50. At Step 9, which takes 15 years to reach, the salary for the Occupational Therapist II is \$60,469.50. This compares to the mean full time salary of all occupational therapists in the State of New Hampshire in accordance with the Bureau of Labor Statistics May 2018 data (the most current detail available), of \$85,050; 41% above the top state of NH salary level. This information is consistent with other wage indicators such as the Salary.Com which for April 2019 shows the annual mean wage for occupational therapists to be \$89,254 in New Hampshire; 47% above the top state of NH salary level.

The occupational therapy management positions at NH Hospital are included in this enhancement request as the position classifications are not specific to occupational therapy. However, to remain in the positions, the staff must maintain their occupational therapy licenses and certifications. The internal job titles and supplemental job descriptions clearly demonstrate the skills, educational and experience necessary in the field of occupational therapy/rehabilitation.

Position #	Job Classification	Internal Job Title
15714	Supervisor IV	Occupational Therapy Manager
30822	Administrator III	Rehabilitation Director

The starting salary for a Supervisor IV at NH Hospital without the enhancement is \$50,953.50. At Step 9, which takes 15 years to reach, the salary for the Supervisor IV is \$71,916. This compares to the mean full time salary of all occupational therapist managers in the State of New Hampshire in accordance with the Bureau of Labor Statistics June 2018 data, of \$91,978; 28% above the top state of NH salary level. This information is consistent with other wage indicators such as the Salary.Com which for June 2018 shows the annual mean wage

for occupational therapy managers to be \$101,158 in New Hampshire; 41% above the top state of NH salary level. Tasks performed by the Supervisor IV include, but are not limited to the following: Assist in hiring, training and reviewing performance of staff; maintain departmental day-to-day schedules, monitor & prioritize workflow; ensure compliance to departmental policies and procedures; as a clinician, supervise staff and give clinical direction with evaluation and treatment of patients; and ensure services are in compliance with professional standards, state and federal regulatory requirements.

The starting salary for an Administrator III at NH Hospital without the enhancement is \$65,949. At Step 9, which takes 15 years to reach, the salary for the Administrator III is \$94,867.50. This compares to the mean full time salary of all occupational therapy/rehabilitation directors in the state of New Hampshire in accordance with the Salary.com statistics from September 11, 2019, of \$137,891 for a Rehabilitation Director and \$122,315 for an Occupational Therapy Director. This equates to 45% and 29% respectively above the top salary available to state employees under the current pay scale. Tasks performed by the Administrator III/Rehabilitation Director include, but are not limited to the following: oversee departmental staff operations, business planning and budget development; ensure services are in compliance with professional and clinical competency standards, state and federal regulatory requirements; and oversee, plan and direct the rehabilitation program including occupational therapy, speech therapy and physical therapy.

This enhancement is necessary to maintain a competitive salary for recruiting and retaining Occupational Therapist related positions. If approved, the overall additional cost of this increase would be \$222,025 which would ensure the salary for each position in this classification would be increased by the authorized enhancement percentage. Funds are available in the following account in SFY20 & 21 as the 20% increase was included in the Hospital's budget and are anticipated to be available in SFY 2022 upon the availability and continued appropriation of funds in the future operating budget.

**05-95-94-940010-8750 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SVCS**

<b>Fiscal Year</b>	<b>Class/Object</b>	<b>Class Title</b>	<b>Job Number</b>	<b>Amount Requested</b>
SFY 2020	010-500100	Personal Services - Perm Class	94053100	42,129
SFY 2021	010-500100	Personal Services - Perm Class	94053100	111,364
SFY 2022	010-500100	Personal Services - Perm Class	94053100	68,532
			<b>TOTAL</b>	<b>222,025</b>

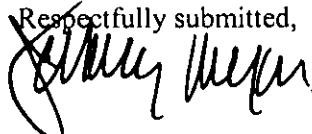
Should Governor and Council determine to deny this request, New Hampshire Hospital would be unable to adequately recruit and retain staff negatively impacting patient care.

Area served: APS Acute Psychiatric Facility.

Source of funds: 34% general funds and 66% other funds (provider fees).

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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In the event that other funds become no longer available, general funds will not be requested to support this contract.

Respectfully submitted,  
  
Jeffrey A. Meyers  
Commissioner

DHHS - NEW HAMPSHIRE HOSPITAL  
Occupational Therapist Enhancement Request  
Fiscal Impact

FY 2020

Position #	Title	LG	Step	Hourly Rate	20% Enhanced Pay			Hourly Rate	Total Enhanced			Fund	Agy	Orgn	Cls	Hours/Wk	
					Annual Salary	Annual Hazard Pay	Total Present Annual Salary		Annual Salary	Hazard Pay	Annual Salary						
15899	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
15901	Occupational Therapist II	21	6	27.10	52,845.00	260.00	53,105.00	32.52	63,414.00	260.00	63,674.00	010	094	8750	010	37.5	
15975	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
18630	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
19025	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
30903	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
40408	Occupational Therapist II	21	6	27.10	52,845.00	260.00	53,105.00	32.52	63,414.00	260.00	63,674.00	010	094	8750	010	37.5	
15714	Supervisor IV - OT/Rehab	25	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
30822	Administrator III - OT/Rehab	31	5	40.60	79,170.00	-	79,170.00	48.72	95,004.00	-	95,004.00	010	094	8750	010	37.5	
					<b>549,757.00</b>			<b>659,292.40</b>									

SFY 20 Difference **109,535.40**  
Prorated for 10 of 26 pay periods 0.38

SFY20 Pro-Rated **42,129.00**

FY 2021

Position #	Title	LG	Step	Hourly Rate	20% Enhanced Pay			Hourly Rate	Total Enhanced			Fund	Agy	Orgn	Cls	Hours/Wk	
					Annual Salary	Annual Hazard Pay	Total Present Annual Salary		Annual Salary	Hazard Pay	Annual Salary						
15899	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
15901	Occupational Therapist I	21	7	28.49	55,555.50	260.00	55,815.50	34.19	66,666.60	260.00	66,926.60	010	094	8750	010	37.5	
15975	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
18630	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
19025	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
30903	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
40408	Occupational Therapist II	21	7	28.49	55,555.50	260.00	55,815.50	34.19	66,666.60	260.00	66,926.60	010	094	8750	010	37.5	
15714	Supervisor IV - OT/Rehab	25	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
30822	Administrator III - OT/Rehab	31	6	42.51	82,894.50	-	82,894.50	51.01	99,473.40	-	99,473.40	010	094	8750	010	37.5	
					<b>558,902.50</b>			<b>670,267.00</b>									

SFY 21 Difference **111,364.50**

FY 2022

Position #	Title	LG	Step	Hourly Rate	20% Enhanced Pay			Hourly Rate	Total Enhanced			Fund	Agy	Orgn	Cls	Hours/Wk	
					Annual Salary	Annual Hazard Pay	Total Present Annual Salary		Annual Salary	Hazard Pay	Annual Salary						
15899	Occupational Therapist II	21	9	31.01	60,469.50	260.00	60,729.50	37.21	72,563.40	260.00	72,823.40	010	094	8750	010	37.5	
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30822	Administrator III - OT/Rehab	31	6	42.51	82,894.50	-	82,894.50	51.01	99,473.40	-	99,473.40	010	094	8750	010	37.5	
					<b>558,902.50</b>			<b>670,267.00</b>									

SFY 22 Difference **111,364.50**  
Prorated for 16 of 26 pay periods 0.62

SFY22 Pro-Rated **68,532.00**

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**From:** Rinden, Daniel  
**Sent:** Thursday, December 05, 2019 9:59 AM  
**To:** Rinden, Daniel  
**Subject:** FW: Request to Extend Salary Enhancement - NHH Occupational Therapy Staff  
**Attachments:** NHH OT Enhancement Fiscal Impact FY20-22.xlsx; OT Enhancement GC Letter FY20-22 w BN Edits.doc

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**From:** Spring, Laurie <[Laurie.Spring@dhhs.nh.gov](mailto:Laurie.Spring@dhhs.nh.gov)>  
**Sent:** Monday, November 25, 2019 9:05 AM  
**To:** Rinden, Daniel <[Daniel.Rinden@dhhs.nh.gov](mailto:Daniel.Rinden@dhhs.nh.gov)>  
**Subject:** FW: Request to Extend Salary Enhancement - NHH Occupational Therapy Staff

Thank you,

Laurie Spring  
Workforce Development Administrator  
603-271-9019

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**From:** Rudis, Lorrie <[Lorrie.Rudis@das.nh.gov](mailto:Lorrie.Rudis@das.nh.gov)>  
**Sent:** Monday, November 25, 2019 9:01 AM  
**To:** Spring, Laurie <[Laurie.Spring@dhhs.nh.gov](mailto:Laurie.Spring@dhhs.nh.gov)>  
**Cc:** Moranti, Michael <[Michael.Moranti@das.nh.gov](mailto:Michael.Moranti@das.nh.gov)>  
**Subject:** RE: Request to Extend Salary Enhancement - NHH Occupational Therapy Staff

Hi Laurie,

You have met the requirements for 904.01 and you are authorized to send this forward to G&C.

Have a wonderful day!

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**From:** Spring, Laurie <[Laurie.Spring@dhhs.nh.gov](mailto:Laurie.Spring@dhhs.nh.gov)>  
**Sent:** Friday, November 22, 2019 12:41 PM  
**To:** Rudis, Lorrie <[Lorrie.Rudis@das.nh.gov](mailto:Lorrie.Rudis@das.nh.gov)>  
**Cc:** Moranti, Michael <[Michael.Moranti@das.nh.gov](mailto:Michael.Moranti@das.nh.gov)>  
**Subject:** Request to Extend Salary Enhancement - NHH Occupational Therapy Staff

Good afternoon Lorrie,

Attached is a request to extend a 20% salary enhancement for occupational therapy staff at New Hampshire Hospital in accordance with Per 904.01. The request includes wage comparisons to support the continued enhancement and a fiscal impact statement.

Please let me know if there is any additional information we can provide to facilitate your review of this request.

Thank you,

Laurie Spring  
Workforce Development Administrator  
603-271-9019

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