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Jeffrey A. Meyers
Commissioner

Henry Lipman
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF MEDICAID SERVICES

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-8431 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

November 21, 2019

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

REQUESTED ACTION

Pursuant to New Hampshire 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 (DHHS), Division of Medicaid Services (DMS) to continue a 30% salary enhancement for position # 30278, Administrator IV, which serves as Medicaid Pharmacy Director. It is requested that this increase be approved for an additional 2 year period commencing January 10, 2020 or upon Governor & Executive Council approval.

EXPLANATION

In 2014, a request was put forward for a thirty percent salary increase for position #30278, Administrator IV, which serves as the Medicaid Pharmacy Director for the Division of Medicaid Services. Governor & Council approved the request on February 14, 2014, Item # 25-A. On January 27, 2016, a request was put forward to continue the enhanced salary for a period of two years and was approved by Governor & Council on January 27, 2016 (Item # 7). On January 10, 2018, a request was put forward to continue the enhanced salary for a period of two years and was approved by Governor & Council on January 10, 2018 (Item # 11)

The continuation of this 30% salary enhancement is respectfully requested in order to retain the services of the Medicaid Pharmacy Director and to remain competitive with other industries in our area. The same individual has filled position 30278 since January 8, 2016.

Staffing for the Medicaid program requires the knowledge and expertise of a registered pharmacist to manage DHHS objectives by authorizing and directing statewide Medicaid pharmacy services policies and procedures.

The Pharmacy Director administers the Pharmacy Services Unit for the Department from within the Division of Medicaid Services; monitors and implements state and federal pharmacy policies; provides clinical oversight to the Drug Utilization Review Committee; collaborates with the Medicaid Director to provide clinical and financial oversight to the Medicaid Care Management program pharmacy services; directs the clinical and service utilization components of the vendor contract for the fee-for-service pharmacy benefit management; provides leadership in DMS's pharmacy related new initiatives; works in collaboration with the other DHHS departments to address routine needs and the needs of special Medicaid populations and services; and responds to legislative and other external stakeholder issues and concerns. Additionally, the Medicaid Pharmacy Services Administrator analyzes data on financial and utilization trends, participates in budget monitoring and development, recommends and implements new cost saving strategies, and assures the appropriate use of Medicaid funding.

The State pay scale for the Administrator IV position at labor grade 33 does not provide a compensation level sufficient to recruit and retain an individual with the necessary skills. As noted in the following tables, the State pay scale is approximately 70% of what pharmacists earn in New Hampshire. It is believed that the 30% enhancement being requested along with the State health insurance benefit will allow the Department to retain the incumbent's subject matter expertise.

Table 1 New Hampshire Employment Security Statewide Average Hourly Salary Range. Pharmacists 29-1051		Table 2 New Hampshire Employment Security Concord Area Average Hourly Salary Range. Pharmacists 29-1051		Table 3 State LG 33, Hourly Salary Range A000 37.5 Hour Wage Schedule effective January 4, 2019	
Entry	53.51	Entry	51.17	Step 1	37.08
Mean	62.67	Mean	61.48	Step 2	38.77
Median	63.67	Median	62.56	Step 3	40.60
Experienced	67.24	Experienced	66.63	Step 4	42.51
				Step 5	44.46
				Step 6	46.55
				Step 7	48.65
				Step 8	50.75
				Step 9	52.85

Reference: New Hampshire Occupational Employment & Wages, pg 8, pg 46, published by the New Hampshire Department of Employment Security, September 2019.

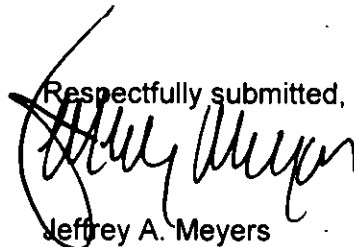
<http://www.nhes.nh.gov/elmi/products/documents/wages-all.pdf>

The above request would have the following financial impact:

	SFY 20 20 Weeks	SFY20 & 21 52 Weeks
State Salary Step 7	\$36,488	\$94,867
30% Enhancement	\$10,946	\$28,460
General Funds 25%	\$11,858	\$30,832

Funding for this enhancement is available accounting unit 05-95-47-470010-7937; HEALTH AND SOCIAL SERVICES; HEALTH AND HUMAN SVCS DEPT; HHS: OFC OF MEDICAID SERVICES; OFC OF MEDICAID SERVICES; MEDICAID ADMINISTRATION

Respectfully submitted,



Jeffrey A. Meyers
Commissioner

SUPPLEMENTAL JOB DESCRIPTION

Classification: ADMINISTRATOR IV

Function Code: 0072-095

Position Title: Medicaid Pharmacy Director

Date Established: 8/15/88

Position Number: 30278

Date of Last Amendment: 1/28/14

SCOPE OF WORK: To administer DHHS objectives by authorizing and directing statewide Medicaid pharmacy services policies and procedures. The Pharmacy Services Administrator directs the Pharmacy Services Unit for the Office of Medicaid Business and Policy (OMBP); provides clinical oversight to the Drug Utilization Review Committee; collaborates with the Medicaid Medical Director to provide clinical and financial oversight to the Medicaid Care Management program pharmacy services; directs the clinical and service utilization components of the vendor contract for the fee-for-service pharmacy benefit management; provides leadership in OMBP's pharmacy related new initiatives; works in collaboration with the other DHHS departments to address the needs of special Medicaid populations and services; responds to legislative and other external stakeholder issues and concerns.

ACCOUNTABILITIES:

- Authorizes the development of policies and procedures for the long-term administration of the DHHS Medicaid pharmacy services programs; collaborates with external consultants and other State personnel to develop, implement and maintain the pharmacy benefit management and pharmacy related policy; acts to provide subject matter expertise on pharmacy services to the Medicaid program and broadly to the Department of Health and Human Services as needed.
- Provides operational control and monitoring for all components of the Medicaid Pharmacy program operations including the Medicaid Care Management pharmacy program, formulates and monitors all pharmacy expenditures and trends, financial reports, and interprets and monitors federal and state regulations in order to enforce Medicaid pharmacy program policy and procedures.
- Monitors operational activities for efficient and effective allocation of agency resources by evaluating programs and implementing legislative changes as necessary, including the Drug Utilization Review Committee and all Drug Utilization Review activities; provides contract oversight and management for the State's pharmacy benefit management contract and other contracted Medicaid pharmacy services vendors; oversees contractor audits of pharmacies; Manages formulary changes and variations including CMS rebates, supplemental rebates and the preferred drug list; provides pharmacy clinical expertise as needed for all bioterrorism and emergency preparedness procedures; provides state based oversight of the MMA Part D drug program and Medicaid wrap-around services
- Authorizes the development of public information and projected data for budget preparation; authorizes the development and monitoring of all mandated federal reporting and all managed care pharmacy information reporting; monitors and evaluates MARS reports and other pharmacy data and provides analytical feedback to the appropriate internal committees; refers potential fraud and abuse opportunities back to the Fraud and Abuse unit; directs and facilitates all pharmacy communications with the Provider network.
- Directly manages and supervises the Pharmaceutical Services Specialist(s) and with matrixed management of the Pharmacy Finance Administrator; ensures that the Pharmaceutical Services Specialist(s) receives a timely performance appraisal at least once per year; manages and supervises other professionals in developing and implementing agency-wide fiscal policies and procedures and other staff as needed.

MINIMUM QUALIFICATIONS:

Education: Master's degree from a recognized college or university with major study in medical policy or financial oversight and pharmacy.

Experience: Eight years' experience as a Pharmacist, five years of which must have been in a management level position involving administrative or supervisory duties concerned with program administration, program planning and evaluation, business management or related management experience.

OR

Education: Bachelor's degree from a recognized college or university with major study in pharmacy or department of a university accredited by the American Council on Pharmaceutical Education.

Experience: Nine years' experience as a Pharmacist, five years of which must have been in a management level position involving administrative or supervisory duties concerned with program administration, program planning and evaluation, business management or related management experience.

License/Certification: Licensure by the New Hampshire Board of Pharmacy.

SPECIAL REQUIREMENTS: Must have a degree in pharmacy. Must have high-level verbal and written communication skills, strong, positive, problem-solving, facilitation and organization skills, knowledge and experience in quality assurance, competence in functioning effectively and collaboratively as a member of a work team, proficiency in the use of personal computer.

PREFERRED WORK TRAITS: Knowledge of pharmacy program administration and evaluation. Knowledge of state and federal laws relating to Medicaid or other public payer program. Knowledge of the principles of supervision, administration, systems management and community organization as applicable to specialized program area. Ability to prepare budgets. Ability to express ideas clearly and concisely both orally and in writing. Ability to evaluate and analyze program effectiveness and resource utilization. Ability to speak before public groups and legislative committees. Ability to establish and maintain effective working relationships with federal, state and other public officials. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. Any employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

I have reviewed this job description for content.

Reviewer's Name, Title & Position #: Henry D. Lipman, Medicaid Director

Reviewer's Signature

Date Reviewed

I have reviewed the content of the above job description with my supervisor.

Employee's Signature

Date

I have discussed the work responsibilities outlined by the job description with the above employee.

Supervisor's Name, Title, Position #: Henry D. Lipman Position # 9U409

Supervisor's Signature

Date Reviewed

Jennifer J. Elberfeld

1/28/14

Division of Personnel

Date Approved

	Position Number	Position Title	Labor Grade & Step	Regular Bi-Weekly Salary	Regular Weekly Salary	Enhancement Percentage	Enhancement Amount Weekly	Enhancement Amount Bi Weekly	New Salary Weekly	New Salary Bi Weekly
	30278	Medicaid Pharmacy Director	33,7	\$3,648.75	\$1,824.38	30%	\$547.31	\$1,094.63	\$2,371.69	\$4,743.38
Total Cost for 20 Weeks					\$36,487.50		\$10,946.25		\$47,433.75	
Total Cost for 52 Weeks					\$94,867.50		\$28,460.25		\$123,327.75	
									75% Federal	\$35,575.31
									25% General	\$11,858.44
										\$47,433.75
									75% Federal	\$92,495.81
									25% General	\$30,831.94
										\$123,327.75

Approval of 30% Salary Enhancement sent by Division of Personnel 11/13/19

From: Rudis, Lorrie
Sent: Wednesday, November 13, 2019 1:59 PM
To: Spring, Laurie
Cc: Lydick, Joanne (Mottola)
Subject: RE: Request for Extension of Salary Enhancement - Position 30278, Medicaid Pharmacy Director

Greetings Laurie,

Per your request, we have reviewed the salary enhancement for Position 30278 and approve.

Thank you and have a wonderful day!

From: Spring, Laurie <Laurie.Spring@dhhs.nh.gov>
Sent: Wednesday, November 6, 2019 10:29 AM
To: Rudis, Lorrie <Lorrie.Rudis@das.nh.gov>
Cc: Moranti, Michael <Michael.Moranti@das.nh.gov>
Subject: Request for Extension of Salary Enhancement - Position 30278, Medicaid Pharmacy Director

Good morning Lorrie,

Attached is a request to extend a 30% salary enhancement for position 30278, Administrator IV (internal title of Medicaid Pharmacy Director) 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

Average 2018 Annual Salary Pharmacists.

State	Average Annual Salary 2018
Alabama	\$123,100
Alaska	\$136,600
Arizona	\$130,100
Arkansas	\$127,200
California	\$151,800
Colorado	\$128,300
Connecticut	\$129,500
Delaware	\$127,900
Florida	\$119,600
Georgia	\$124,200
Hawaii	\$124,500
Idaho	\$120,900
Illinois	\$124,000
Indiana	\$121,900
Iowa	\$115,200
Kansas	\$125,700
Kentucky	\$131,000
Louisiana	\$120,700
Maine	\$130,800

Average 2018 Annual Salary Pharmacists.

103

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Maryland	\$122,800
Massachusetts	\$124,300
Michigan	\$121,700
Minnesota	\$125,300
Mississippi	\$124,200
Missouri	\$125,500
Montana	\$124,000
Nebraska	\$115,700
Nevada	\$134,400
New Hampshire	\$129,800
New Jersey	\$123,500
New Mexico	\$128,600
New York	\$126,100
North Carolina	\$126,300
North Dakota	Data not available
Ohio	\$118,300
Oklahoma	\$116,400
Oregon	\$130,900
Pennsylvania	\$118,000
Puerto Rico	\$99,900
Rhode Island	\$127,600

Average 2018 Annual Salary Pharmacists.

26

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South Carolina	\$124,400
South Dakota	\$114,500
Tennessee	\$122,500
Texas	\$125,400
Utah	\$124,900
Vermont	\$131,100
Virginia	\$126,500
Washington	\$127,400
Washington, DC	\$124,700
West Virginia	\$129,100
Wisconsin	\$129,200
Wyoming	\$123,800

Source: <https://www.thehappypharmd.com/the-2019-pharmacist-salary-guide/>

New Hampshire Occupational Employment & Wages - 2019

Statewide Occupational Employment & Wages	SOC Code	May 2018 Estimated Employment	June 2019			
			Entry Level Wage*	Mean (Average) Wage*	Median Wage*	Experienced Wage*
Arts, Design, Entertainment, Sports, and Media Occupations	27-0000	6,920	\$13.19	\$24.77	\$21.93	\$30.56
Art Directors	27-1011	100	\$32.99	\$45.31	\$40.72	\$51.47
Craft Artists	27-1012	50	\$11.19	\$14.72	\$15.36	\$16.48
Fine Artists, Including Painters, Sculptors, and Illustrators	27-1013	70	\$19.34	\$23.40	\$23.31	\$25.42
Commercial and Industrial Designers	27-1021	100	\$19.88	\$31.46	\$29.82	\$37.26
Fashion Designers	27-1022	80	#	#	#	#
Floral Designers	27-1023	230	\$11.88	\$15.26	\$15.25	\$16.95
Graphic Designers	27-1024	800	\$17.62	\$25.44	\$23.68	\$29.35
Interior Designers	27-1025	160	\$16.24	\$26.58	\$25.02	\$31.75
Merchandise Displayers and Window Trimmers	27-1026	440	\$12.31	\$16.03	\$14.63	\$17.88
Actors	27-2011	80	\$14.90	\$30.32	\$17.93	\$38.02
Producers and Directors	27-2012	190	\$16.02	\$29.43	\$26.36	\$36.15
Coaches and Scouts	27-2022	1,120	\$19,077	\$40,816	\$32,065	\$51,695
Umpires, Referees, and Other Sports Officials	27-2023	NP	\$24,584	\$41,164	\$35,105	\$49,464
Music Directors and Composers	27-2041	30	\$18.28	\$32.57	\$32.11	\$39.71
Radio and Television Announcers	27-3011	170	\$10.28	\$16.89	\$14.48	\$20.20
Reporters and Correspondents	27-3022	160	\$13.31	\$22.10	\$18.41	\$26.49
Public Relations Specialists	27-3031	1,180	\$18.39	\$29.51	\$27.90	\$35.06
Editors	27-3041	400	\$18.56	\$28.41	\$26.26	\$33.34
Technical Writers	27-3042	180	\$24.98	\$37.41	\$34.08	\$43.62
Writers and Authors	27-3043	340	\$16.94	\$27.97	\$26.21	\$33.49
Interpreters and Translators	27-3091	90	\$16.73	\$24.58	\$24.41	\$28.51
Audio and Video Equipment Technicians	27-4011	90	\$13.79	\$22.49	\$21.17	\$26.85
Broadcast Technicians	27-4012	90	#	#	#	#
Photographers	27-4021	190	\$13.12	\$18.60	\$16.74	\$21.34
Camera Operators, Television, Video, and Motion Picture	27-4031	130	\$10.27	\$15.75	\$13.51	\$18.50
Film and Video Editors	27-4032	120	#	#	#	#
Healthcare Practitioners and Technical Occupations	29-0000	39,380	\$21.72	\$44.65	\$35.19	\$56.13
Chiropractors	29-1011	100	\$25.74	\$42.27	\$33.45	\$50.53
Dentists, General	29-1021	490	\$66.26	\$111.35	#	\$133.90
Dietitians and Nutritionists	29-1031	300	\$22.60	\$29.97	\$30.17	\$33.65
Optometrists	29-1041	170	\$45.35	\$64.55	\$60.38	\$74.14
Pharmacists	29-1051	1,140	\$53.51	\$62.67	\$63.67	\$67.24
Anesthesiologists	29-1061	150	#	#	#	#
Family and General Practitioners	29-1062	970	\$95.44	\$130.13	#	#
Internists, General	29-1063	140	\$98.99	\$130.85	#	#

* Some occupations, such as teachers, have a nonstandard workweek and are not paid by the hour. For these occupations, annual salaries are displayed instead of hourly wages. May 2018 occupational wages were updated to June 2019 using Employment Cost Index (ECI) factors.

New Hampshire Occupational Employment & Wages - 2019

Greater Concord Area Occupational Employment & Wages	SOC Code	May 2018 Estimated Employment	June 2019			
			Entry Level Wage*	Mean (Average) Wage*	Median Wage*	Experienced Wage*
Adult Basic and Secondary Education and Literacy Teachers and Instructor	25-3011	30	\$21.66	\$29.67	\$28.01	\$33.67
Self-Enrichment Education Teachers	25-3021	160	\$14.04	\$27.15	\$22.75	\$33.71
Teachers and Instructors, All Other, Except Substitute Teachers	25-3097	90	\$29,763	\$52,179	\$55,162	\$63,387
Substitute Teachers	25-3098	170	\$10.59	\$13.10	\$11.40	\$14.35
Librarians	25-4021	110	\$18.78	\$26.37	\$24.98	\$30.18
Library Technicians	25-4031	70	\$15.32	\$19.82	\$19.05	\$22.09
Instructional Coordinators	25-9031	130	\$14.66	\$28.25	\$31.76	\$35.04
Teacher Assistants	25-9041	1,140	\$20,269	\$29,731	\$28,357	\$34,462
Education, Training, and Library Workers, All Other	25-9099	80	\$13.71	\$18.64	\$17.71	\$21.10
Arts, Design, Entertainment, Sports, and Media Occupations	27-0000	690	\$18.97	\$23.97	\$20.79	\$28.96
Graphic Designers	27-1024	60	\$17.42	\$23.14	\$22.23	\$26.01
Merchandise Displayers and Window Trimmers	27-1026	70	\$13.46	\$15.86	\$14.72	\$17.07
Coaches and Scouts	27-2022	90	\$22,376	\$37,986	\$30,945	\$45,791
Reporters and Correspondents	27-3022	50	\$14.94	\$25.68	\$19.45	\$31.04
Public Relations Specialists	27-3031	200	\$20.39	\$31.14	\$27.79	\$36.52
Editors	27-3041	NP	\$16.22	\$22.98	\$19.40	\$26.35
Writers and Authors	27-3043	30	\$17.61	\$21.29	\$18.66	\$23.12
Healthcare Practitioners and Technical Occupations	29-0000	4,980	\$20.87	\$43.13	\$34.27	\$54.26
Dentists, General	29-1021	NP	\$64.80	\$101.71	\$82.68	\$120.18
Dietitians and Nutritionists	29-1031	50	\$22.20	\$27.75	\$28.22	\$30.52
Pharmacists	29-1051	150	\$51.17	\$61.48	\$62.98	\$66.63
Family and General Practitioners	29-1062	40	\$78.47	\$117.71	#	\$137.34
Pediatricians, General	29-1063	NP	\$75.60	\$87.67	\$90.63	\$93.71
Surgeons	29-1067	50	#	\$148.54	#	#
Physicians and Surgeons, All Other	29-1069	NP	#	\$144.13	#	#
Physician Assistants	29-1071	90	\$43.95	\$54.15	\$56.41	\$59.26
Occupational Therapists	29-1122	130	\$31.76	\$38.56	\$38.48	\$41.97
Physical Therapists	29-1123	150	\$31.57	\$39.49	\$38.83	\$43.44
Recreational Therapists	29-1125	30	\$21.31	\$23.56	\$23.29	\$24.70
Respiratory Therapists	29-1126	30	\$27.46	\$33.01	\$33.82	\$35.77
Speech-Language Pathologists	29-1127	80	\$28.49	\$36.18	\$35.88	\$40.03
Veterinarians	29-1131	40	\$41.66	\$45.74	\$45.73	\$47.78
Registered Nurses	29-1141	1,570	\$27.50	\$34.90	\$34.75	\$38.59
Nurse Anesthetists	29-1151	50	\$71.93	\$97.79	\$78.49	\$110.72

* Some occupations, such as teachers, have a nonstandard workweek and are not paid by the hour. For these occupations, annual salaries are displayed instead of hourly wage. May 2018 occupational wages were updated to June 2019 using Employment Cost Index (ECI) factors.