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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
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www.dhhs.nh.gov

Lori A. Shibinette
Chief Executive Officer

January 24, 2018

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 Personnel Rule 904.01, authorize the Department of Health and Human Services, New Hampshire Hospital, a renewal of the twenty percent (20%) increase in the compensation of the Occupational Therapist I and II positions and the inclusion of three (3) additional positions to the enhancement list effective upon Governor & Council approval through June 30, 2020. Funds are available in the following account in SFY18 & 19 and are anticipated to be available in SFY 2020 upon the availability and continued appropriation of funds in the future operating budget. 34% general funds, 46% other funds and 20% federal funds.

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

Fiscal Year	Class/Object	Class Title	Job Number	Amount Requested
SFY 2018 *	010-500100	Personal Services - Perm Class	94053100	9,081.07
SFY 2019	010-500100	Personal Services - Perm Class	94053100	104,664.30
SFY 2020	010-500100	Personal Services - Perm Class	94053100	117,686.40
			TOTAL	231,431.77

* SFY18 amount requested assumes approval 3/2/18

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 positions and to permit the inclusion of three additional positions in the group effective upon G&C approval. The additional positions are the result of one (1) position being recently reclassified to an Occupational Therapist II and the inclusion of two (2) occupational

therapy/rehabilitation managers. The NH Administrative Services Division of Personnel has reviewed and approved this request.

The 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 I	20
15975	Occupational Therapist II	21
18630	Occupational Therapist II	21
19025	Occupational Therapist II	21
30903	Occupational Therapist II	21

The positions requested to be added to the 20% enhancement at New Hampshire Hospital are as follows:

Position #	Title
40408	Occupational Therapist II
15714	Supervisor IV - OT/Rehab
30822	Administrator III - OT/Rehab

Current approval of the enhancement expires on 6/30/2018. 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 and August 2017. 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 patients' cognitive 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 \$41,827.50. At Step 8, which takes 12 years to reach, the salary for the Occupational Therapist II is \$56,238. 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 2016 data (the most current detail available), of \$79,740; 29% above the top state of NH salary level. This information is consistent with other wage indicators such as the Salary.Com

which for May 2016 shows the annual mean wage for occupational therapists to be \$86,421 in New Hampshire; 35% above the top state of NH salary level.

The occupational therapy management positions at NH Hospital were not previously included in the 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 \$49,432.50. At Step 8, which takes 12 years to reach, the salary for the Supervisor IV is \$66,904.50. 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 May 2016 data, of \$98,680; 32% above the top state of NH salary level. This information is consistent with other wage indicators such as the Salary.Com which for May 2016 shows the annual mean wage for occupational therapy managers to be \$97,214 in New Hampshire; 31% 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 \$63,999. At Step 8, which takes 12 years to reach, the salary for the Administrator III is \$88,101. 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 January 5, 2018, of \$131,084 for a Rehabilitation Director and \$116,681 for an Occupational Therapy Director. This equates to 33% and 25% 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, overall additional cost of this increase would be \$231,431.77; which would ensure the salary for each position in this classification would be increased by the authorized enhancement percentage. There are sufficient funds in the Hospital's budget to cover this request and funds are anticipated to be available in the next biennium.

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: statewide.

Source of funds: 34% general funds, 46% other funds (provider fees) and 20% federal funds (CDFA #93.778 Disproportionate Share Hospital program).

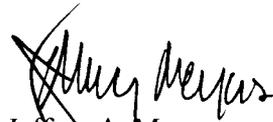
In the event that federal funds become no longer available, general funds will not be requested to support this contract.

Respectfully submitted,



Lori A. Shibinette,
Chief Executive Officer, NHH

Approved by:



Jeffrey A. Meyers
Commissioner, DHHS

DHHS - NEW HAMPSHIRE HOSPITAL
Occupational Therapist Enhancement Request
Fiscal Impact

FY 2018

Position #	Title	LG	Step	20% Enhanced Pay		Total Present		Total Enhanced		Fund	Agy	Orgn	Cls	Hours/Wk
				Annual Salary	Hourly Rate	Annual Salary	Hazard Pay	Annual Salary	Hazard Pay					
15899	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
15901	Occupational Therapist I	20	5	24.22	47,229.00	260,000	47,489.00	56,674.80	260.00	010	094	8750	010	37.5
15975	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
18630	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
19025	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
30903	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
40408	Occupational Therapist II	21	1	21.45	41,827.50	260,000	42,087.50	50,193.00	260.00	010	094	8750	010	37.5
15714	Supervisor IV - OT/Rehab	25	8	34.31	66,904.50	260,000	67,164.50	80,285.40	260.00	010	094	8750	010	37.5
30822	Administrator III - OT/Rehab	31	6	41.26	80,457.00	-	80,457.00	96,548.40	-	010	094	8750	010	37.5
													519,688.00	623,209.60

SFY 18 Difference **103,521.60**
G&C Previously Approved 65,683.80
Net Change 37,837.80
SFY18 Pro-Rated **9,081.07** anticipated hire date 3/2/18

11,247.60	9,445.80	11,247.60	11,247.60	11,247.60	11,247.60	11,247.60	11,247.60	8,365.50	2,007.72	13,380.90	3,211.42	16,091.40	3,861.84	9,081.07
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FY 2019

Position #	Title	LG	Step	20% Enhanced Pay		Total Present		Total Enhanced		Fund	Agy	Orgn	Cls	Hours/Wk
				Annual Salary	Hourly Rate	Annual Salary	Hazard Pay	Annual Salary	Hazard Pay					
15899	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
15901	Occupational Therapist I	20	6	26.29	51,265.50	260,000	51,525.50	61,518.60	260.00	010	094	8750	010	37.5
15975	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
18630	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
19025	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
30903	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
40408	Occupational Therapist II	21	2	22.31	43,504.50	260,000	43,764.50	52,205.40	260.00	010	094	8750	010	37.5
15714	Supervisor IV - OT/Rehab	25	8	34.31	66,904.50	260,000	67,164.50	80,285.40	260.00	010	094	8750	010	37.5
30822	Administrator III - OT/Rehab	31	6	41.26	80,457.00	-	80,457.00	96,548.40	-	010	094	8750	010	37.5
													525,401.50	630,065.80

SFY 19 Difference **104,664.30**

11,247.60	10,253.10	11,247.60	11,247.60	11,247.60	11,247.60	11,247.60	11,247.60	8,700.90	75,192.00	13,380.90	29,472.30	16,091.40	29,472.30	104,664.30
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FY 2020

Position #	Title	LG	Step	20% Enhanced Pay		Total Present		Total Enhanced		Fund	Agy	Orgn	Cls	Hours/Wk
				Annual Salary	Hourly Rate	Annual Salary	Hazard Pay	Annual Salary	Hazard Pay					
15899	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
15901	Occupational Therapist I	20	6	26.29	51,265.50	260,000	51,525.50	61,518.60	260.00	010	094	8750	010	37.5
15975	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
18630	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
19025	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
30903	Occupational Therapist II	21	8	28.84	56,238.00	260,000	56,498.00	67,485.60	260.00	010	094	8750	010	37.5
40408	Occupational Therapist II	21	3	23.27	45,376.50	260,000	45,636.50	54,511.80	260.00	010	094	8750	010	37.5
15714	Supervisor IV - OT/Rehab	25	8	39.40	66,904.50	260,000	67,164.50	92,196.00	260.00	010	094	8750	010	37.5
30822	Administrator III - OT/Rehab	31	7	43.15	84,142.50	-	84,142.50	100,971.00	-	010	094	8750	010	37.5
													530,959.00	648,645.40

SFY 20 Difference **117,686.40**

11,247.60	10,253.10	11,247.60	11,247.60	11,247.60	11,247.60	11,247.60	11,247.60	9,075.30	75,566.40	25,291.50	42,120.00	16,828.50	42,120.00	117,686.40
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Total Request **231,431.77**

Ferland, Donna

From: Spring, Laurie
Sent: Friday, February 02, 2018 11:39 AM
To: Ferland, Donna
Subject: FW: DHHS Request to Extend Enhancement: Occupational Therapist Group
Attachments: OT SupIV_Director Salary Comps.pdf; Enhancement Supporting Documents.pdf; OT Enhancement G&C Letter FY18-20 final.doc; OT Enhancemt 20% Fiscal Impact.xlsx

Importance: High

Laurie Spring
Workforce Development Administrator
603-271-9019

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From: Willingham, Sara J.
Sent: Friday, February 02, 2018 11:33 AM
To: Spring, Laurie
Cc: Lydick, Joanne (Mottola); Schmitt, Katherine; Doe, Marilyn; Newland, Matthew; Labrana-Shapiro, Maria-Jose; Jerry, Carol B; Acevedo, Heidi
Subject: RE: DHHS Request to Extend Enhancement: Occupational Therapist Group

Thank you for submitting your justification letter and supporting wage documentation to continue the existing 20% enhancement for the Occupational Therapist I and Occupational Therapist II positions at New Hampshire Hospital. These six Occupational Therapist positions are assigned to New Hampshire Hospital, Rehabilitation Department, and are listed by specific position number on the attached letter of justification you provided. In addition to the six positions with the existing enhancement, you are requesting to add one position that was recently reclassified to Occupational Therapist II, position #40408. You are also requesting to add the 20% enhancement to two occupational therapy management positions at NH Hospital, the Occupational Therapy Manager (#15714) and the Rehabilitation Director (#30822). These two positions both require occupational therapy licenses and certifications as well as expertise in the field of occupational therapy/rehabilitation.

Under Personnel Rule 904.01(a), an appointing authority may request a temporary increase in the compensation of a class by submitting a comparison of salaries in the appropriate industry and geographic location, including occupations which are comparable to the state classification for which the increase is sought. I have reviewed the information in your justification letter, as well as the wage and compensation materials you submitted for similar Occupational Therapist and Occupational Therapist Manager positions, and find you have met the documentation requirements of the Personnel Rules. Therefore you may proceed to Governor and Executive Council with your request for authorization to extend the existing 20% enhancement for the Occupational Therapist I and Occupational Therapist II positions listed in your letter, and to add the 20% enhancement to position #40408, position #15714, and position #30822, for a period not to exceed 24 months.

*Sara J. Willingham, Director of Personnel
NH Division of Personnel*

Comparative Occupational Therapy Salary Information January 2018

Occupational Therapy II Position Comparison:

U.S. Bureau of Labor and Statistics

Retrieved 1/5/18 from: <https://www.bls.gov/oes/current/ocs291122.htm>

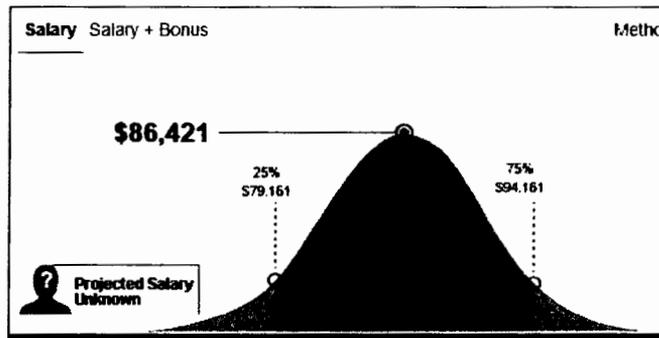
New Hampshire Mean Wage, May 2016 Data

State	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
New Hampshire	1,120	1.74	2.07	\$38.34	\$79,740

Salary.com

Retrieved 1/5/18 from: <https://swz.salary.com/SalaryWizard/Occupational-Therapist-Salary-Details-CONCORD-NH.aspx>

Occupational Therapist CONCORD, NH



Payscale

Retrieved 1/5/18 from: <https://marketrate.payscale.com/survey.aspx?wizardName=Pro2-Mrt&level=20&mode=Create&pid=c83c846e-a5c3-4594-9623-8173d8d8f22f&scenario=3e31868d-0ac7-4a51-84fb-6f399da33de2&done=%2fmraccountflow.aspx%3ffrom%3dsurvey>

Senior Occupational Therapist Save for Consideration

\$68k - \$98k

Tasks:

- Test and evaluate patients' physical and mental abilities and analyze medical data to determine rehabilitation goals for patient.
- Help clients improve decision making, abstract reasoning, memory, sequencing, coordination and perceptual skills using computer programs
- Consult with rehabilitation team to select activity programs and coordinate with other therapeutic activities

9623-8173d8d8f22f&scenario=3e31868d-0ac7-4a51-84fb-6f399da33de2&done=%2fmraccountflow.aspx%3ffrom%3dsurvey

Mean=\$86,000

Retrieved 1/5/18 from: <https://marketrate.payscale.com/survey.aspx?wizardName=Pro2-Mrt&level=20&mode=Create&pid=c83c846e-a5c3-4594-9623-8173d8d8f22f&scenario=3e31868d-0ac7-4a51-84fb-6f399da33de2&done=%2fmraccountflow.aspx%3ffrom%3dsurvey>

Reports

Pay Snapshot

WHAT IF

Range

Licensed Registered
Occupational Therapist,
Concord

\$68k - \$98k

\$68k
(Low)

\$86k
(Median)

\$98k
(High)

Supervisor IV, Occupational Therapy Manager Position Comparison:

U.S. Bureau of Labor and Statistics May 2016 Data:

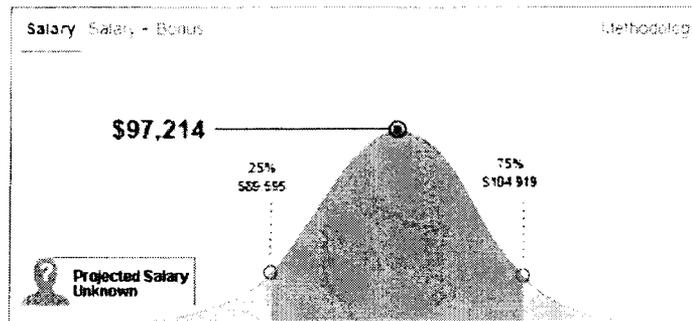
Retrieved 1/5/18 from: <https://www.bls.gov/oes/current/oes291122.htm>

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Management, Scientific, and Technical Consulting Services	80	0.01	\$47.44	\$98,680

Salary.com

Retrieved from:

Occupational Therapy Supervisor



PayScale

Retrieved 1/5/18 from: <https://marketrate.payscale.com/survey.aspx?wizardName=Pro2-Mrt&level=20&mode=Create&pid=c83c846e-a5c3-4594-9623-8173d8d8122f&scenario=3e31868d-0ac7-4a51-84fb-6f399da33de2&done=%a2fmraccountflow.aspx%3ffrom%a3dsurvey>

Occupational Therapy Supervisor

\$56K - \$100K

Tasks

- Assist in hiring, training and reviewing performance of staff
- Maintain departmental day-to-day schedules, monitor and prioritize workflow
- Ensure compliance to departmental policies and procedures
- As a clinician, supervise staff and give clinical direction with evaluation and treatment of patients
- Ensure services are in compliance with professional standards, state and federal regulatory requirements

Mean=\$84,000

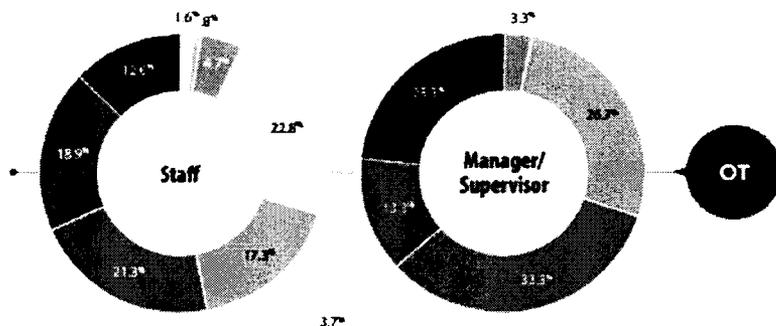
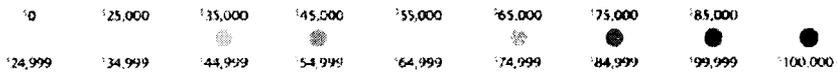
OT Advance Salary Survey

Retrieved 1/5/18 from: http://www.advanceweb.com/SharedResources/Downloads/2016-032116/OT2016_SalarySurvey_Northeast.pdf



National Salary Ranges By Role

33% of OT respondents in the Northeast who classify themselves as a manager/supervisor are earning between \$75,000 and \$84,999. The largest group of OTA respondents (53%) are staff OTAs earning \$15,000-\$24,999.

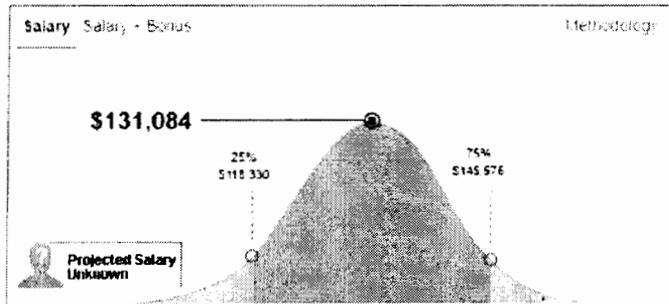


Rehabilitation Director, Admin III Position Comparison:

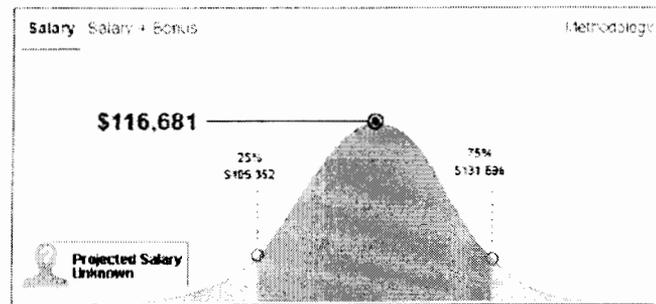
Salary.com

Retrieved 1/5/18 from: <https://swz.salary.com/SalaryWizard/Rehabilitation-Director-Salary-Details-CONCORD-NH.aspx?&fromevent=swz.selectjob.freepop>

Rehabilitation Director CONCORD, NH



Occupational Therapy Director CONCORD, NH



PayScale

Retrieved 1/5/18 from: <https://www.payscale.com/mypayscale.aspx?pid=97a08a76-1e61-46df-8886-67ba375f3fb0&wizardid=7&s=1&f=0>

Reports

View

Rehabilitation Director, Concord

Licensed Registered

Occupational Therapist, Concord

Pay Snapshot

Range

\$88k - \$130k



Retrieved 1/5/18 from: <https://marketrate.payscale.com/survey.aspx?wizardName=Pro2-Mrt&level=20&mode=Create&pid=c83e846e-a5c3-4594-9623-8173d8d1221&scenario=3e31868d-0ac7-4a51-84fb-6f399da33de2&done=%2fmraccountflow.aspx%3ffrom%3dsurvey>

Rehabilitation Services Director

Tasks:

- 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.
- Oversee, plan, and direct the rehabilitation program including PT, OT, and

\$68K - \$122K

Mean=\$95,000

U.S. Bureau of Labor and Statistics

Retrieved 1/5/18 from: <https://www.bls.gov/oes/current/oes291122.htm>

May 2016 Data:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Management, Scientific, and Technical Consulting Services	80	0.01	\$47.44	\$98,680