

**SHEBOYGAN COUNTY    ORDINANCE NO. 12 (2006/07)**

Re:    **Amending Health Care Centers Table of Organization to Create Admissions Coordinator Position (Rocky Knoll) and Eliminate Director of Social Services Position (Sunny Ridge)**

**WHEREAS**, the April 9, 2004, Operational Analysis of the Health Care Centers prepared by Gunderson & Graham Healthcare Consultants recommended consolidating the admission process and merging the Director of Social Services for both health care centers, and

**WHEREAS**, the April 9, 2004, Operational Analysis report recommended that one person should be assigned the admission process for both health care centers and proposed creating an Admission Coordinator position, and

**WHEREAS**, the Health Care Centers Committee endorsed the 2004 Health Care Centers Reorganization Plan at its July 19, 2004, meeting which identified the creation of an Admissions Coordinator at Rocky Knoll and elimination of the Director of Social Services at Sunny Ridge, and

**WHEREAS**, it is a long-term care industry practice that a person be designated for the admission function which enhances the number of and process for admissions, ultimately increasing revenue and customer satisfaction, and

**WHEREAS**, the addition of this position will not add any additional expense in wages or benefits than currently budgeted because the new position will be in lieu of the Director of Social Services position at Sunny Ridge which is to be eliminated, and

**WHEREAS**, the addition of this position will not increase the total number of FTEs on the Health Care Centers Table of Organization;

**NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1.    **Amending Table of Organization.** Section 40.02(l) [with regard to the Administration Division - Rocky Knoll; and Social Services Division - Sunny Ridge] of the Sheboygan County Code of Ordinances is hereby amended as follows:

	Present	Proposed
		<u>FTE</u>
40.02(l)(1) ROCKY KNOLL HEALTH CARE CENTER		
<u>Administration</u>		
Administrator - Director of Health Care Centers	1	1
Assistant Director	1	1
Director - Clinical Programs	1	1
<b>Admissions Coordinator</b>	<b>0</b>	<b>1</b>
Receptionist/Student Receptionist	1.6	1.6
Central Supply Coordinator	1	1
Staffing Coordinator	1.6	1.6
Administrative Secretary	1	1

40.02(III)(2) SUNNYRIDGE HEALTH CARE AND  
REHABILITATION CENTER

Social Services

**Director - Social Services**

Social Worker

Full-time Equivalent Maximum

<b>1</b>	<b>0</b>
4	4
<u>2.</u>	<u>2.</u>
244.2	244.2

Section 2. **Amending Section 47.06.** Section 47.06 of the Sheboygan County Code of Ordinances is amended to add the position of Admissions Coordinator at Grade 11.

Section 3. **Effective Date.** The herein Ordinance shall take effect no earlier than January 1, 2007, or on a date that the County determines it will continue to own and operate the two health care centers.

Respectfully submitted this 15th day of August, 2006.

**HEALTH CARE CENTERS COMMITTEE**

Michael J. Vandersteen

Michael J. Vandersteen, Chairperson

Charles W. Conrardy

Charles W. Conrardy, Vice-Chairperson

Roger R. Otten

Roger R. Otten, Secretary

Kenneth Conger

Kenneth Conger

George Marthenze

George Marthenze

ENACTED 9.26.2006

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