



STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF PERSONNEL MANAGEMENT
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September 12, 2017

Senator John Cooper, Co-Chairperson
Representative Les Eaves, Co-Chairperson
Uniform Personnel Classification and
Compensation Plan Subcommittee
Arkansas Legislative Council
State Capitol Building, Room 315
Little Rock, Arkansas 72201

Dear Co-Chairs:

The Arkansas Department of Human Services (DHS) has requested continuation of its hazardous duty compensation differentials previously established by Ark. Code Ann. §21-5-221.

Hazardous duty differentials were established in Fiscal Year 2017 for DHS for certain positions at the Arkansas State Hospital and the Arkansas Health Center. Some employees in these areas are exposed to hazardous conditions due to the facility types and the nature of the services provided. In order to qualify for the differential, an employee's regularly scheduled work must expose him or her to clear, direct, and unavoidable physical hazards during at least fifty percent (50%) of work time. In Fiscal Year 2017, OPM estimates that 92 employees at DHS qualified to receive the differential and the cost was \$515,564. DHS has asked that the differential be reauthorized in Fiscal Year 2018 at the 10% rate established by Act 365 of 2017 for staff working in adolescent acute unit and to maintain 6% for those employees who work in other units at the facilities.

The following is a list of classifications requested to receive the Hazardous Duty differential **at the above locations only**:

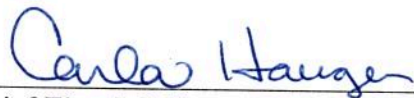
| Authorized Job | Authorized Grade | Authorized Title |
|-----------------------|-------------------------|--------------------------------------|
| L036C | MP02 | NURSE INSTRUCTOR |
| L019C | MP02 | REGISTERED NURSE COORDINATOR |
| L027C | MP02 | REGISTERED NURSE SUPERVISOR |
| L038C | MP01 | REGISTERED NURSE |
| L032C | MP01 | REGISTERED NURSE - HOSPITAL |
| E024C | GS09 | TEACHER SUPERVISOR |
| E035C | GS08 | CERTIFIED MASTERS TEACHER |
| L062C | GS07 | LICENSED PRACTICAL NURSE SUPERVISOR |
| M024C | GS07 | RESIDENTIAL SERVICES MANAGER |
| E044C | GS06 | CERTIFIED BACHELORS TEACHER |
| L069C | GS06 | LICENSED PRACTICAL NURSE |
| L060C | GS06 | REHAB INSTRUCTOR SUPERVISOR |
| L051C | GS06 | REHABILITATION COUNSELOR |
| M065C | GS05 | RECREATIONAL ACTIVITY SUPERVISOR |
| L066C | GS05 | REHABILITATION INSTRUCTOR |
| M004C | GS05 | RESIDENTIAL OPERATIONS MANAGER |
| M063C | GS04 | RESIDENTIAL CARE PROGRAM COORDINATOR |
| M073C | GS04 | RESIDENTIAL CARE SUPERVISOR |
| M084C | GS03 | BEHAV HLTH AIDE |
| L082C | GS03 | CERTIFIED NURSING ASSISTANT |
| M074C | GS03 | RESIDENTIAL ADVISOR |
| M071C | GS03 | RESIDENTIAL CARE SHIFT COORDINATOR |
| M081C | GS03 | RESIDENTIAL CARE SHIFT SUPERVISOR |
| M076C | GS02 | RECREATIONAL ACTIVITY LEADER II |
| M083C | GS02 | RESIDENTIAL CARE TECHNICIAN |
| E056C | GS02 | TEACHER ASSISTANT |
| M082C | GS01 | RECREATIONAL ACTIVITY LEADER I |
| M089C | GS01 | RESIDENTIAL CARE ASSISTANT |

The Office of Personnel Management has reviewed this request from the Arkansas Department of Human Services and **recommends** continuation of its previously approved hazardous duty compensation differentials. The agency has assured OPM that it has adequate funds to maintain these differentials through Fiscal Year 2018. Your consideration of this request is greatly appreciated.

Sincerely,



Kay Barnhill
State Personnel Administrator



Chief Fiscal Officer of the State

SEP 01 2017

Date

KB/sd:1-3



Division of Administrative Services

Office of Finance Administration

Human Resources/Personnel

P.O. Box 1437, Slot WG-1- Little Rock, AR 72203-1437

501-682-6455 Fax: 501-683-4351



August 18, 2017

Mr. Larry W. Walther, Director
Department of Finance and Administration
Office of Personnel Management
1509 West 7th Street
Little Rock, Arkansas 72203

RE: Continuation of Hazardous Duty Differential for FY 2018

Mr. Walther:

In accordance with Act 365 of the 2017 Regular session, section 21-5-221, the Department of Human Services is requesting permission to continue its use of the Hazardous Duty pay differential. We are not requesting any changes to our current utilization procedures.

Hazardous duty pay continuance is for the same classifications at the Arkansas Health Center and the Arkansas State Hospital pursuant to ACA 21-5-221 (c) (1) which states:

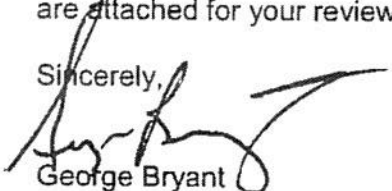
Hazardous duty differential of up to ten percent (10%) may be authorized for the increased risk of personal physical injury for an employee occupying a certain identified high risk position if the:

- (A) *Position classification is determined to be physically hazardous due to location, facility, services provided, or other factors directly related to the duty assignment of the positions; and*
- (B) *Employee's regularly assigned work schedule exposes him or her to clear, direct, and unavoidable hazards during at least fifty percent (50%) of the work time and the employee is not compensated for the hazardous exposure.*

The Arkansas State Hospital is asking to pay ten percent (10%) for staff who is working on the Adolescent Acute unit. They shall not receive the differential when they are not working on this unit. The Arkansas Health Center is asking to continue to pay six (6%) hazardous for any staff member who works on the Aspen, Cedar, Elm, and Willow acute units. Just like the State Hospital, staff only receives this differential when they physically work in these units only.

Should further information be required, please contact me at 683-5928. Statistical injury reports are attached for your review.

Sincerely,


George Bryant
DHS HR Administrator

humanservices.arkansas.gov/das

Protecting the vulnerable, fostering independence and promoting better health



ARKANSAS STATE HOSPITAL
Nursing Administration

To: Kay Barnhill Terry State Personnel Administrator, Office of Personnel Management
From: James Scoggins, ASH, Chief Nursing Officer
CC: Jay Battle, Hospital Administrator
Donna Sadler, Human Resources Manager
Date: June 30, 2017
Re: **HAZARDOUS DUTY PAY**

The Arkansas State Hospital (ASH), Department of Nursing is requesting approval to increase hazardous duty pay for our adolescent acute unit up to 10%.

Whereas, we have been previously approved to pay up to 6% Hazardous Duty pay pursuant to Act 688, the Uniform Classification and Compensation Act, Section 21-5-221(c)(1) for several of our units here at ASH, we would like to increase that to 10% on our adolescent acute unit pursuant to the Act as allowed by section 21-5-221 (c)(2)(e)- "An additional six percent (6%), but not to exceed a total of ten percent (10%) hazardous duty differential may be authorized for employees occupying positions assigned to a maximum security unit or facility if the regularly assigned work schedule exposes employees at least 85% of the work time to clear, direct, and unavoidable hazards from clients, inmates, or patients who are in units or facilities classified as maximum security."

Approval would allow us to better staff and appropriately compensate employees assigned to this adolescent acute unit who care for a very difficult population. These staff members are exposed to a very high level of assault and violence. We have attached data over the last few years that clearly demonstrate the continuous exposure to violent behaviors from the patients they experience on a daily basis.

Your expedient approval for this request would be greatly appreciated, as we would like to implement this as soon as possible. If you need any questions answered regarding this request, please don't hesitate to contact me.

Thanks for your consideration,

James Scoggins, JD, BA, RN
Chief Nursing Officer
Arkansas State Hospital
305 South Palm Street
Little Rock, AR 72205
Email: james.scoggins@dhs.arkansas.gov



Division of Behavioral Health Services

305 South Palm · Little Rock, AR 72205
501-686-9981 · Fax: 501-686-9182 · TDD: 501-686-9176



August 15, 2017

Ms. Kay Terry
Arkansas Department of Finance and Administration
Office of Personnel Management
1509 West Seventh Street, Suite 201
Little Rock, AR 72201

Subject: DHS, DBHS Request for Continuation of Hazardous Duty Pay

Dear Ms. Terry:

The Division of Behavioral Health Center is requesting continuation of Hazard Duty Pay for the Arkansas Health Center at Haskell, Arkansas, Nursing Home facility for job classifications and positions that are assigned to a work environment in designated units that expose employees to increased risk of personal injury and direct and unavoidable hazards with patients.

The Arkansas Health Center request to pay at the current rate up to 6% for the following units:

- Aspen Unit
- Cedar Unit
- Elm Unit
- Willow Unit

Approval to maintain Hazardous Duty pay would allow us to better staff and appropriately compensate employees to the above mentioned acute units who care for a very difficult population. These staff members are exposed to a very high level of assault and violence.

We have attached data over the past few years that clearly demonstrates the continuous exposure to violent behaviors from the patients they experience on a daily basis.

Your assistance with establishing this request is greatly appreciated.

Sincerely,

Jay Hill
Director, Division of Behavioral Health

