



July 21, 2021

The Honorable David Wallace, Co-Chairperson
The Honorable David Hillman, Co-Chairperson
Uniform Personnel Classification and
Compensation Plan Subcommittee
Arkansas Legislative Council
State Capitol Building, Room 315
Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Health, Board of Nursing for your review.

The Arkansas Department of Health (ADH), Board of Nursing, is requesting one position from the OPM surrender pool established by Ark. Code Ann. §21-5-225(a)(1). The classification requested along with the position being surrendered is listed below:

POSITION SURRENDERED

<u>POSITION NUMBER</u>	<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>	<u>RANGE</u>
22095546	ADH ASBN Program Coordinator	L007C	GS09	\$50,222 - \$72,821

CLASSIFICATION REQUESTED

<u>CLASS CODE</u>	<u>TITLE</u>	<u>GRADE</u>	<u>RANGE</u>
L018N	Nurse Practitioner	MP04	\$89,368 - \$128,690

JUSTIFICATION

ADH is requesting the above positions in order to meet the needs of the department. The Board of Nursing utilizes this position to oversee licensure and practices of Advanced Practical Registered Nurses (APRN). The current classification of the position does not require a Registered Nurse (RN) or APRN licensure, nor a master's degree. The previous incumbent held the required APRN license as well as a doctorate degree and was willing to work at the lower pay. However, since the incumbent retired in 2019, the Board has experienced difficulty in finding a qualified candidate at the lower salary with the

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necessary licensure and degrees. The estimated cost for this surrender request is \$48,150 including fringe benefits. The Board of Nursing states that there are funds available to support this request.

The Office of Personnel Management has reviewed this request and **recommends** the approval of one position from the OPM surrender pool.

Your consideration of this request is appreciated.

Sincerely,



Kay Barnhill, Director
Office of Personnel Management



Secretary of Transformation & Shared Services

07/08/2021

Date

KB/sd:1-2

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Arkansas Department of Health

4815 West Markham Street • Little Rock, Arkansas 72205-3867 • Telephone (501) 661-2000
Governor Asa Hutchinson
José R. Romero, MD, Secretary of Health



Memorandum

To: Kay Barnhill, State Personnel Administrator

From: Mr. Don Adams, Deputy Director of Administration

Date: June 4, 2021

Subject: Request position from the Surrender/Swap Pool

The Arkansas State Board of Nursing (ASBN) request one position from the Surrender/Swap Pool. The position requested for the Board of Nursing is a Nurse Practitioner position (MP04) to replace a Program Coordinator position (GS09). Currently the responsibility of the ASBN Program Coordinator position is to oversee licensure and practice of the Advanced Practice Registered Nurse (APRN). The ASBN has always filled this position and all other positions which provide oversight of a licensed nurse, with a Registered Nurse (RN) or APRN with at least a Master's degree. The Program Coordinator position does not require a nursing license which makes it difficult to attract qualified applicants. By swapping the Program Coordinator position with a Nurse Practitioner position, qualified applicants are more likely to apply for the position.

Critical Job Duties of the Program Coordinator for Advanced Practice:

- Interpret the *Nurse Practice Act* and *Rules*;
- Review and approve/deny collaborative practice agreements. The review includes evaluation of the practice setting to ensure it is within the APRN's scope of practice;
- Conduct investigations of complaints against APRNs;
- Recommend Board action based on the facts of an investigation;
- Educate nurses, employers and other stakeholders on APRN scope of practice and related issues;
- Collaborate with APRN professional organizations on issues relevant to APRN practice;
- Monitor compliance with continuing education; and
- Develop continuing education programs as required by statute.

The previous Program Coordinator was an APRN with a doctorate degree. She was able to transfer to the ASBN from a nursing education program at her current salary since she was a current state employee. She retired in 2019 and the Program Coordinator position was posted multiple times in 2020, without successfully hiring a qualified candidate. APRNs have a starting

salary of more than \$90,000 and were not interested in a position that started at \$50,000. The Department of Health is currently allowing the ASBN to utilize an unfilled Nurse Practitioner position in order to have an APRN with a doctorate in nursing in the position. It is vital to agency function and for adequate public protection to ensure this position is held by only qualified individuals.

The Cabinet has identified the following budgeted position that will be surrendered in order to acquire the Nurse Practitioner position (MP04) for the Board of Nursing:

Position #	Position Title	Position Grade	Class Code
22095546	Program Coordinator	GS09	L007C

The requested position change will result in a permanent position grade to ensure that only qualified individuals are utilized in providing oversight of APRN practice. The Board of Nursing has adequate funding to support the increase in salary between the Program Coordinator position and the Nurse Practitioner position.



Department of Transformation and Shared Services
 Office of Personnel Management
 Request for Pool Position

Business Area Department Name / Agency Name Date
 0277 Arkansas Department of Health-Arkansas State Board of Nursing 6/2/21

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
22095546	Program Coordinator	GS09	L007C

Classification(s) Requested

Classification Title	Pay Grade	Class Code
Nurse Practitioner	MP04	L018N

I hereby certify that:

- A. The position requested is critical to the operation of this Agency and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full-time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency.
- E. No current employee will be displaced by this action.


 HR Administrator's Signature

Date 6/7/21


 Department Secretary's Signature

Date 6-7-21