

ZSFG HUMAN RESOURCE SERVICES REPORT

Submitted to the Joint Conference Committee (OCTOBER 2024)

Report Contents:

- Vacancy Report
 - Summary of Hiring Status
 - Graphs: YTD vacancy rate, new hires, and separations
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1) Total hospital vacancies slightly decreased to 7.02% as of September 2024, compared to 7.69% in August 2024. We've hired a total of thirty-five (35) employees between September 1 and September 30, 2024, in various classifications including RNs and had eight (8) separations during the same period of which none were retirements.

2) The RN vacancy rate decreased to 4.0% from 6% in August.

To mitigate challenges in hiring nurses:

- Five (5) nurses were hired at ZSFG in September, including reassignments. We expect to see an uptick in hires in October from the RN hiring event that took place in September.
- Nine (9) P103 Per Diem nurses were hired last month to fill gaps in vacancies
- RN hiring event interviews were held between September 16-18, 2024 with 33 selections made so far; Candidates provided positive feedback regarding their ability to experience a day in the life of a nurse, tour the hospital, and meet hospital leadership. Overall, the decreasing vacancy rate has had a significant impact on hospital operations. An Emergency Department (ED) Manager shared that over the past year, hiring efforts in the ED have significantly helped mitigate the diversion rates. While they still experience occasional days where diversion rates are not ideal, they see continued improvement, largely due to the enhanced staffing levels. Additionally, the ED currently has staff onboarding, and it is anticipated that by the end of November, this will help reduce diversion rates even further.

3) HR conducts weekly/monthly vacancy meetings with the hospital executive team, or Program Managers, to review hiring plans.

4) **RN hiring status update:**

- Emergency Care Unit-
 - 3.3 FTE Vacancies (2.0% RNs in this specialty) with three selections made with target start work date on October 26, 2024
- Critical Care Unit -
 - .8 FTE Vacancies (0% of RNs in this specialty) with one selection made with target start work date on October 26, 2024
- Med-Surgical Unit-
 - 14.2 FTE Vacancies (4% of RNs within this specialty) with five selections made with target start work dates on October 26, 2024, and November 9, 2024
- OR Unit-
 - 0 FTE Vacancies (0% of RNs within this specialty)

5) **RN Training Update:**

- The Neonatal Training program is anticipated in December 2024 with a cohort of up to six (6)
- The Medical/Surgical Training program is anticipated in January 2025 with a cohort of up to ten (10)

6) **Highlights of ZSFG non-RN hiring:**

- One (1) 2328 Nurse Practitioner
- One (1) 2903 Hospital Eligibility Worker
- One (1) 2908 Senior Hospital Eligibility Worker

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- Two (2) Clinical Pharmacists
- One (1) 2471 Radiologic Technologist I, II, III

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
1402	Junior Clerk	1.0	0.0	1.0	100%
1840	Junior Management Assistant	1.0	0.0	1.0	100%
2408	Senior Pharmacy Helper	1.0	0.0	1.0	100%
2588	Health Worker IV	1.0	0.0	1.0	100%
2620	Food Service Mgr Administrator	1.0	0.0	1.0	100%
2822	Health Educator	3.0	0.0	3.0	100%
6139	Sr Industrial Hygienist	1.0	0.0	1.0	100%
7236	Locksmith Supervisor 1	1.0	0.0	1.0	100%
9910	Health Worker II (Interpreter Trainee)	11.0	3.0	8.0	73%
3417	Gardener	2.5	1.0	1.5	60%
2540	Audiologist	2.1	1.0	1.1	52%
0943	Manager VIII	2.0	1.0	1.0	50%
1408	Principal Clerk	4.0	2.0	2.0	50%
1824	Principal Administrative Analyst	6.0	3.0	3.0	50%
2202	Dental Aide	2.0	1.0	1.0	50%
2392	Sr CPD Technician	2.0	1.0	1.0	50%
5506	Project Manager III	2.0	1.0	1.0	50%
2473	Diagnostic Medical Sonographer I, II, III	4.9	2.8	2.1	43%
0931	Manager III	10.0	6.0	4.0	40%
0933	Manager V	3.0	2.0	1.0	33%
0942	Manager VII	3.0	2.0	1.0	33%
1410	Chief Clerk	3.0	2.0	1.0	33%
1822	Administrative Analyst	3.0	2.0	1.0	33%
2119	Health Care Analyst	18.0	12.0	6.0	33%
2310	Surgical Procedures Technician	22.0	14.9	7.1	32%
2314	Public Health Team Leader	23.8	16.8	7.0	29%
2496	Radiologic Technologist Supv	7.0	5.0	2.0	29%
1406	Senior Clerk	41.8	30.6	11.2	27%
2453	Supervising Pharmacist	8.0	6.0	2.0	25%
2585	Health Worker I	4.0	3.0	1.0	25%
2305	Psychiatric Technician	44.4	34.0	10.4	23%
0941	Manager VI	5.0	4.0	1.0	20%
1635	Health Care Billing Clerk I	5.0	4.0	1.0	20%
2593	Health Program Coordinator III	16.0	13.0	3.0	19%
2586	Health Worker II	70.5	58.0	12.5	18%
1636	Health Care Billing Clerk II	18.0	15.0	3.0	17%
1663	Patient Accounts Supervisor	6.0	5.0	1.0	17%
0923	Manager II	7.0	6.0	1.0	14%
1632	Senior Account Clerk	7.0	6.0	1.0	14%
1654	Accountant III	7.0	6.0	1.0	14%
2324	Nursing Supervisor	14.0	12.0	2.0	14%
2406	Pharmacy Helper	7.0	6.0	1.0	14%
2105	Patient Services Finance Tech	8.1	7.0	1.1	14%
1708	Senior Telephone Operator	12.0	10.5	1.5	13%
2323	Clinical Nurse Specialist	8.0	7.0	1.0	13%
2606	Senior Food Service Worker	8.0	7.0	1.0	13%

Utilized Class	Job Title	Budgeted FTE	Utilized FTE	Vacant FTE	Vacancy Rate
2930	Behavioral Health Clinician	19.5	17.1	2.4	12%
7334	Stationary Engineer	26.0	23.0	3.0	12%
2328	Nurse Practitioner	79.6	70.9	8.7	11%
2622	Dietetic Technician	5.6	5.0	0.6	11%
2587	Health Worker III	28.5	25.5	3.0	11%
2218	Physician Assistant	8.6	7.7	0.9	10%
2654	Cook	10.0	9.0	1.0	10%
1429	Nurses Staffing Assistant	12.0	10.8	1.2	10%
2312	Licensed Vocational Nurse	50.6	46.1	4.5	9%
2909	Hospital Eligibility Worker Supv	12.0	11.0	1.0	8%
2430	Medical Evaluations Assistant	169.4	155.7	13.7	8%
1428	Unit Clerk	48.3	44.5	3.8	8%
2604	Food Service Worker	54.1	50.1	4.0	7%
2556	Physical Therapist	25.4	24.0	1.4	6%
2550	Sr Occupational Therapist	2.0	1.9	0.1	5%
2903	Hospital Eligibility Worker	125.2	119.2	6.0	5%
2424	X-Ray Laboratory Aide	34.9	33.5	1.4	4%
2320	Registered Nurse	1062.4	1021.3	41.1	4%
2471	Radiologic Technologist I, II, III	25.9	24.9	1.0	4%
2409	Pharmacy Technician	57.5	56.0	1.5	3%
2322	Nurse Manager	40.0	39.0	1.0	3%
2468	Diagnostic Imaging Tech II	27.0	26.5	0.6	2%
2303	Patient Care Assistant	194.0	190.7	3.3	2%
2736	Porter	198.5	195.5	3.0	2%
2908	Senior Hospital Eligibility Worker	74.6	73.6	1.0	1%
2330	Anesthetist	13.4	13.3	0.1	1%

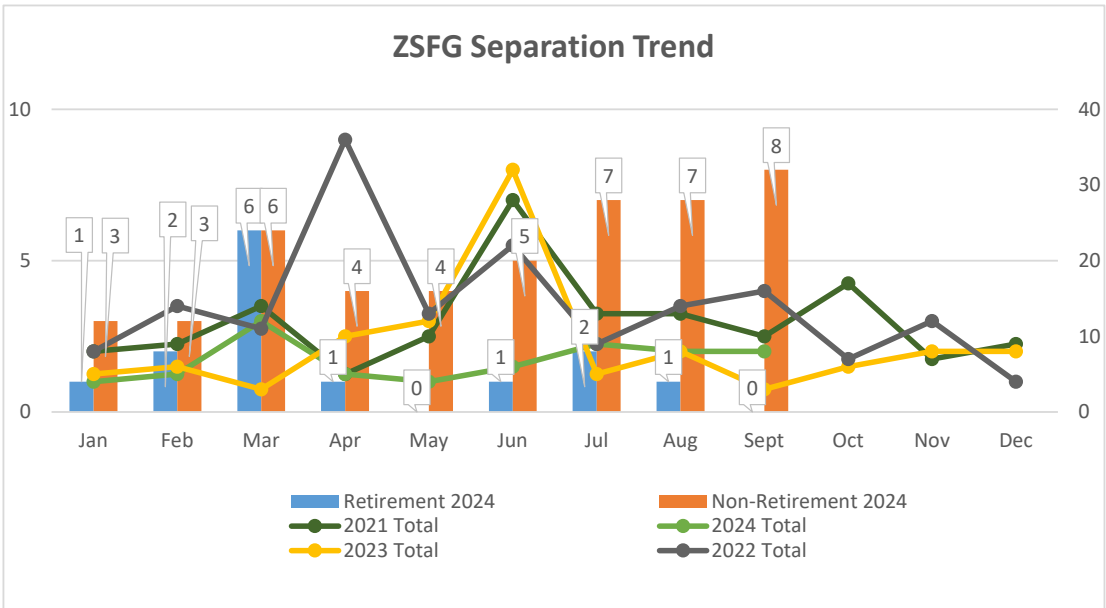
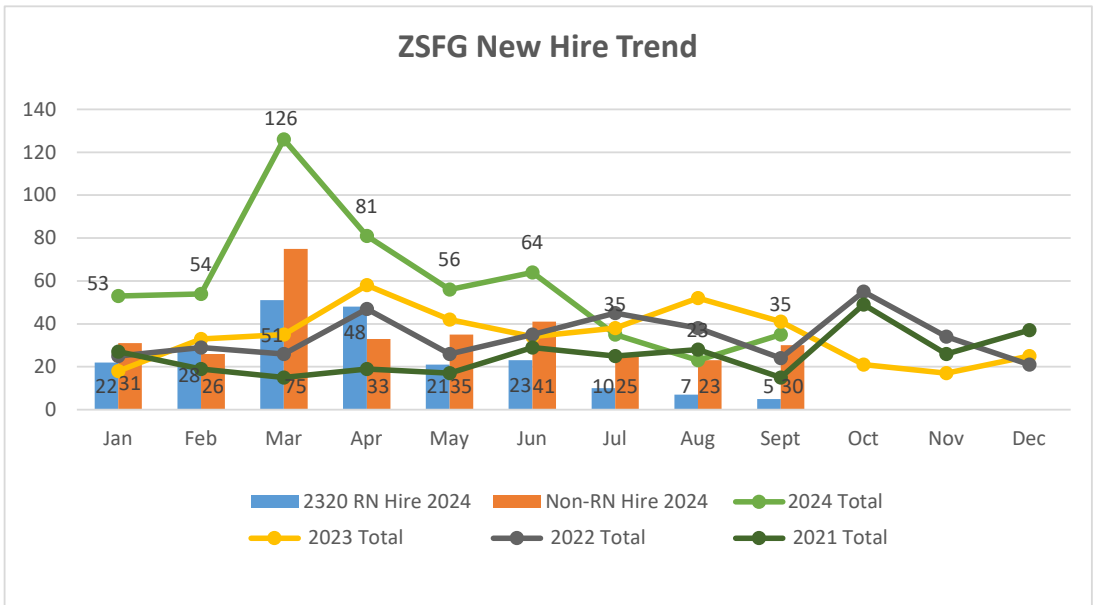
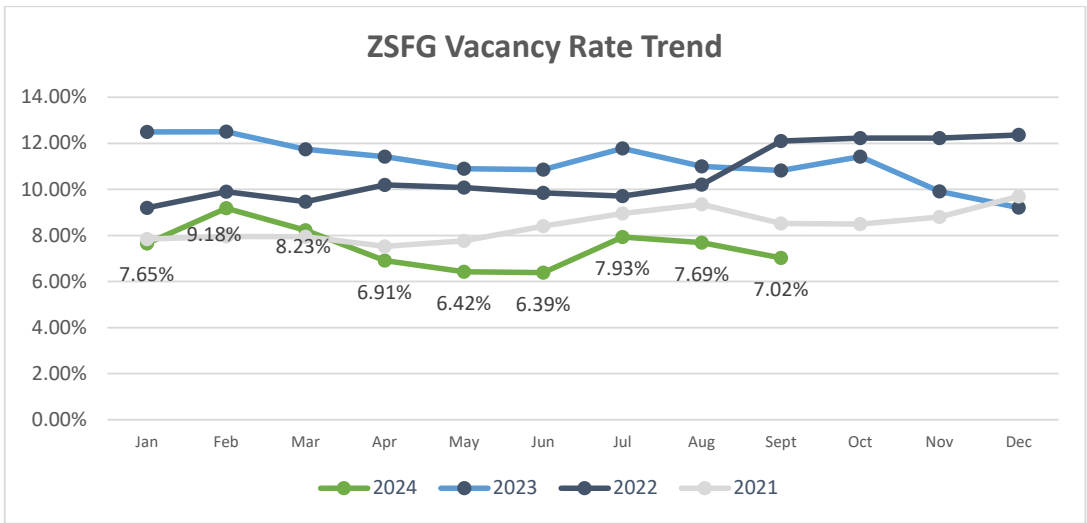


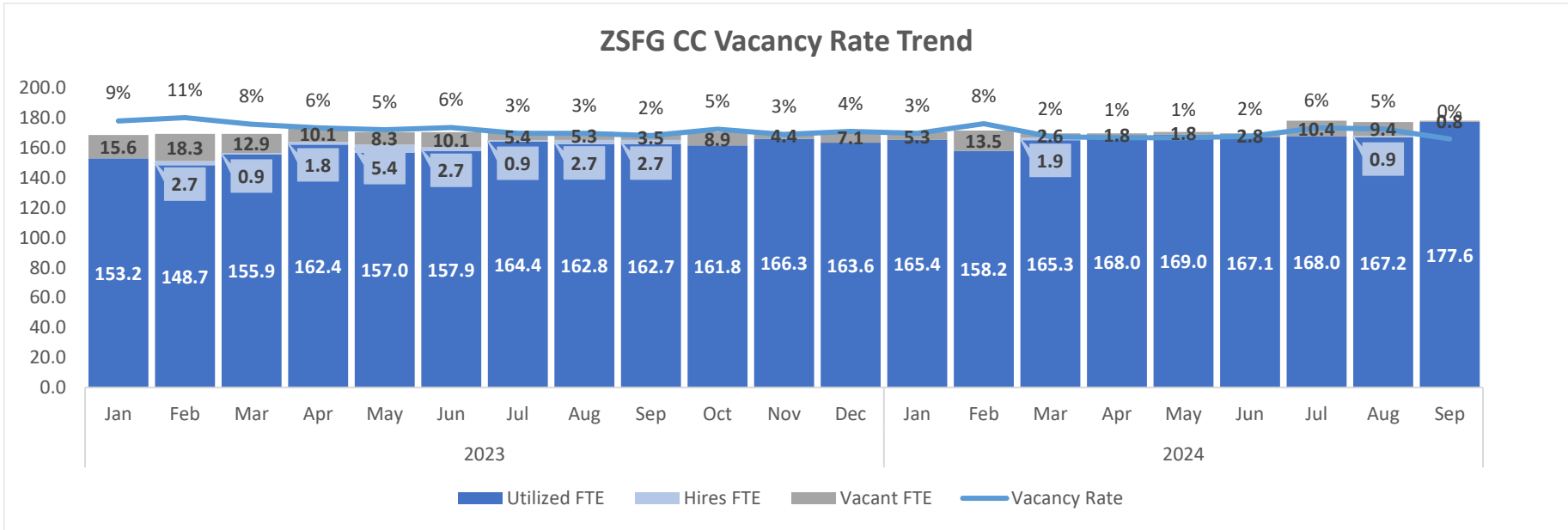
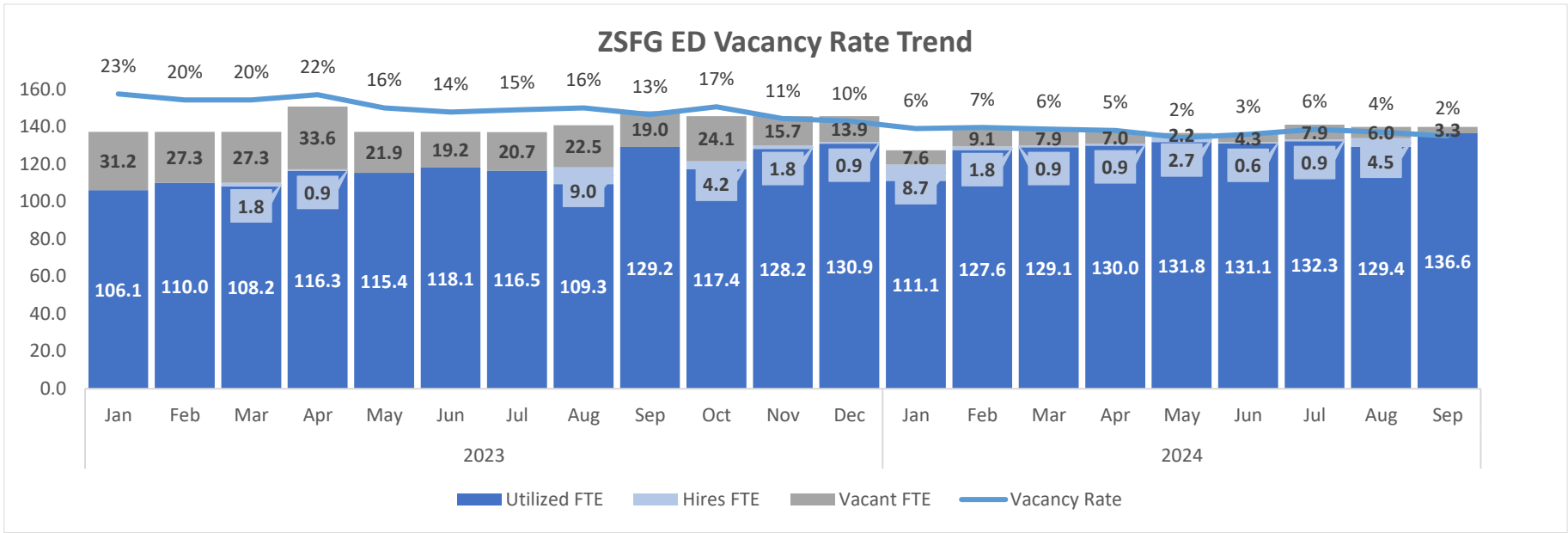
Zuckerberg San Francisco General Hospital and Trauma Center
 Status of Vacancy Rates Over 10% (Sep 2024)



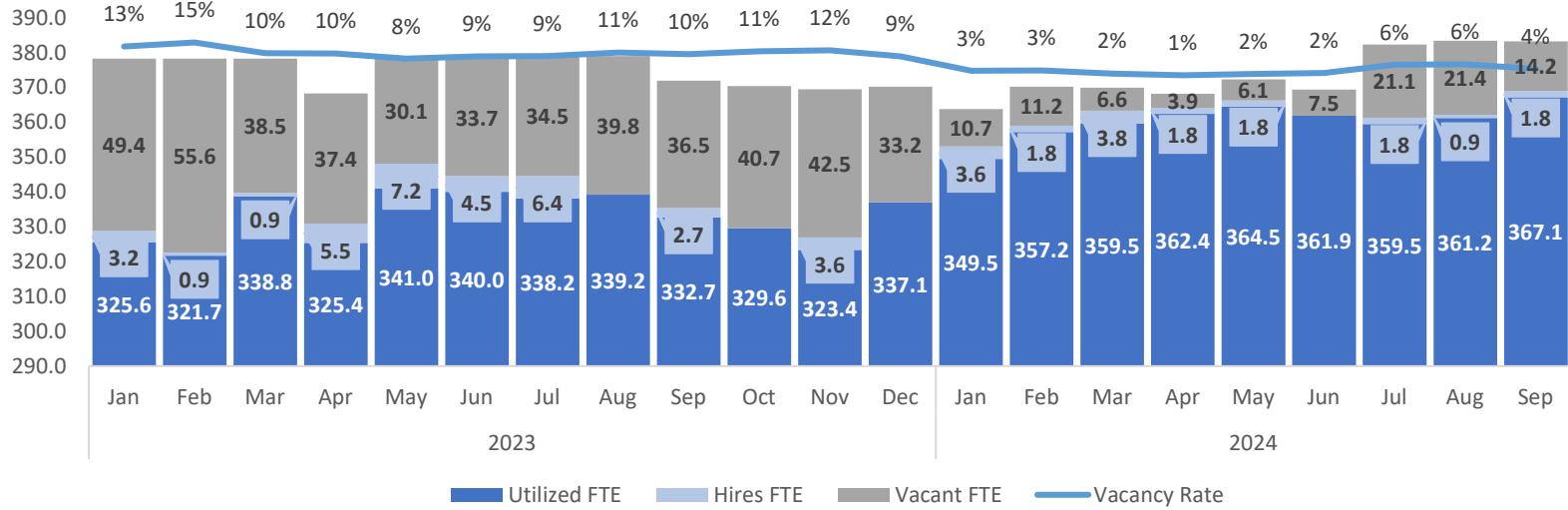
Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
1402	Junior Clerk	100%	0.0	1.0	Pending Requisition approval	5-10 days
1840	Junior Management Assistant	100%	0.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2408	Senior Pharmacy Helper	100%	0.0	1.0	Pending Requisition approval	5-10 days
2588	Health Worker IV	100%	0.0	1.0	Pending Requisition approval	5-10 days
2620	Food Service Mgr Administrator	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90 days
2822	Health Educator	100%	0.0	3.0	Interviews in progress/Pending Selection	30 days
6139	Sr Industrial Hygienist	100%	0.0	1.0	Pending Requisition approval	5-10 days
7236	Locksmith Supervisor 1	100%	0.0	1.0	Pending Announcement/Exam Administration	60-90 days
9910	Health Worker II (Interpreter Trainee)	73%	3.0	8.0	Pending Requisition Request by Hiring Manager	30 days
3417	Gardener	60%	1.0	1.5	Interviews in progress/Pending Selection	30 days
2540	Audiologist	52%	1.0	1.1	Pending Announcement/Exam Administration	60-90 days
0943	Manager VIII	50%	1.0	1.0	Interviews in progress/Pending Selection	30 days
1408	Principal Clerk	50%	2.0	2.0	Pending Announcement/Exam Administration	60-90 days
1824	Principal Administrative Analyst	50%	3.0	3.0	Pending Announcement/Exam Administration	60-90 days
2202	Dental Aide	50%	1.0	1.0	Interviews in progress/Pending Selection	30 days
2392	Sr CPD Technician	50%	1.0	1.0	Pending Announcement/Exam Administration	60-90 days
5506	Project Manager III	50%	1.0	1.0	Pending Announcement/Exam Administration	60-90 days
2473	Diagnostic Medical Sonographer I, II	43%	2.8	2.1	Pending Requisition Request by Hiring Manager	30 days
0931	Manager III	40%	6.0	4.0	Pending Announcement/Exam Administration	60-90 days
0933	Manager V	33%	2.0	1.0	Pending Requisition approval	5-10 days
0942	Manager VII	33%	2.0	1.0	Pending Requisition approval	5-10 days
1410	Chief Clerk	33%	2.0	1.0	Pending Announcement/Exam Administration	60-90 days
1822	Administrative Analyst	33%	2.0	1.0	Interviews in progress/Pending Selection	30 days
2119	Health Care Analyst	33%	12.0	6.0	Interviews in progress/Pending Selection	30 days
2310	Surgical Procedures Technician	32%	14.9	7.1	Interviews in progress/Pending Selection	30 days
2314	Public Health Team Leader	29%	16.8	7.0	Interviews in progress/Pending Selection	30 days
2496	Radiologic Technologist Supv	29%	5.0	2.0	Pending Requisition Request by Hiring Manager	30 days
1406	Senior Clerk	27%	30.6	11.2	Interviews in progress/Pending Selection	30 days
2453	Supervising Pharmacist	25%	6.0	2.0	Pending Announcement/Exam Administration	60-90 days
2585	Health Worker I	25%	3.0	1.0	Onboarding	10-20 days
2305	Psychiatric Technician	23%	34.0	10.4	Interviews in progress/Pending Selection	30 days
0941	Manager VI	20%	4.0	1.0	Onboarding	10-20 days
1635	Health Care Billing Clerk I	20%	4.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2593	Health Program Coordinator III	19%	13.0	3.0	Pending Announcement/Exam Administration	60-90 days
2586	Health Worker II	18%	58.0	12.5	Pending Announcement/Exam Administration	60-90 days
1636	Health Care Billing Clerk II	17%	15.0	3.0	Interviews in progress/Pending Selection	30 days
1663	Patient Accounts Supervisor	17%	5.0	1.0	Interviews in progress/Pending Selection	30 days
0923	Manager II	14%	6.0	1.0	Pending Announcement/Exam Administration	60-90 days
1632	Senior Account Clerk	14%	6.0	1.0	Interviews in progress/Pending Selection	30 days
1654	Accountant III	14%	6.0	1.0	Pending Requisition Request by Hiring Manager	30 days
2324	Nursing Supervisor	14%	12.0	2.0	Pending Requisition approval	5-10 days

Utilized Class	Job Title	Vacancy Rate	Utilized FTE	Vacant FTE	Notes	Est. Timeline (days)
2105	Patient Services Finance Tech	14%	7.0	1.1	Interviews in progress/Pending Selection	30 days
1708	Senior Telephone Operator	13%	10.5	1.5	Pending Announcement/Exam Administration	60-90 days
2323	Clinical Nurse Specialist	13%	7.0	1.0	Pending Announcement/Exam Administration	60-90 days
2606	Senior Food Service Worker	13%	7.0	1.0	Interviews in progress/Pending Selection	30 days
2930	Behavioral Health Clinician	12%	17.1	2.4	Interviews in progress/Pending Selection	30 days
7334	Stationary Engineer	12%	23.0	3.0	Interviews in progress/Pending Selection	30 days
2328	Nurse Practitioner	11%	70.9	8.7	Interviews in progress/Pending Selection	30 days
2622	Dietetic Technician	11%	5.0	0.6	Pending Announcement/Exam Administration	60-90 days
2587	Health Worker III	11%	25.5	3.0	Pending Requisition Request by Hiring Manager	30 days
2218	Physician Assistant	10%	7.7	0.9	Pending Announcement/Exam Administration	60-90 days
2654	Cook	10%	9.0	1.0	Interviews in progress/Pending Selection	30 days
1429	Nurses Staffing Assistant	10%	10.8	1.2	Pending Announcement/Exam Administration	60-90 days





ZSFG MS Vacancy Rate Trend



ZSFG OR Vacancy Rate Trend

