RETRAINEE - JOB CREATION

Training Proposal for:

Fresno Surgery Center, LP dba Fresno Surgical Hospital

Agreement Number: ET16-0106

Panel Meeting of: July 24, 2015

ETP Regional Office: Sacramento

Analyst: M. Jones

PROJECT PROFILE

<table>
<thead>
<tr>
<th>Contract Attributes:</th>
<th>SET Priority Rate</th>
<th>Job Creation Initiative</th>
<th>Medical Skills Training</th>
<th>Retrainee HUA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industry Sector(s):</td>
<td></td>
<td></td>
<td></td>
<td>Healthcare</td>
</tr>
<tr>
<td>Priority Industry:</td>
<td>☑ Yes</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Counties Served:</td>
<td>Fresno</td>
<td>Repeat Contractor:</td>
<td>☑ Yes</td>
<td></td>
</tr>
<tr>
<td>Union(s):</td>
<td>☑ Yes</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Employees in:</td>
<td>CA: 251</td>
<td>U.S.: 251</td>
<td>Worldwide: 251</td>
<td></td>
</tr>
<tr>
<td>Turnover Rate:</td>
<td>10%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Managers/Supervisors:</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

FUNDING DETAIL

<table>
<thead>
<tr>
<th>Program Costs</th>
<th>(Substantial Contribution)</th>
<th>(High Earner Reduction)</th>
<th>= Total ETP Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>$229,920</td>
<td>$0</td>
<td>$0</td>
<td>$229,920</td>
</tr>
</tbody>
</table>

In-Kind Contribution: 100% of Total ETP Funding Required $229,920
## TRAINING PLAN TABLE

<table>
<thead>
<tr>
<th>Job No.</th>
<th>Job Description</th>
<th>Type of Training</th>
<th>Estimated No. of Trainees</th>
<th>Range of Hours</th>
<th>Average Cost per Trainee</th>
<th>Post-Retention Wage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Retraine Job</td>
<td>Medical Skills Training</td>
<td>236</td>
<td>8-200 0</td>
<td>$720</td>
<td>$15.07</td>
</tr>
<tr>
<td></td>
<td>Priority Rate SET HUA</td>
<td>Business Skills, Computer Skills, Continuous Impr, MS Didactic, MS Preceptor</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2</td>
<td>Job Creation Initiative</td>
<td>Medical Skills Training</td>
<td>30</td>
<td>8-200 0</td>
<td>$2,000</td>
<td>$21.00</td>
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<tr>
<td></td>
<td>Priority Rate SET</td>
<td>Business Skills, Computer Skills, Continuous Impr, MS Didactic, MS Preceptor</td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Minimum Wage by County:** Job Number 1 SET (HUA): $15.07 per hour for Fresno county; Job Number 2 SET (HUA): $12.33 per hour for Fresno County

**Health Benefits:** Yes ☒ No ☐ This is employer share of cost for healthcare premiums – medical, dental, vision.

**Used to meet the Post-Retention Wage?:** Yes ☒ No ☐ Maybe ☐

Up to $2.85 per hour may be used to meet the Post-Retention Wage for Job Number 1 only.

## Wage Range by Occupation

<table>
<thead>
<tr>
<th>Occupation Titles</th>
<th>Wage Range</th>
<th>Estimated # of Trainees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Number 1:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registered Nurse (RN)</td>
<td>77</td>
<td></td>
</tr>
<tr>
<td>Licensed Vocational Nurse (LVN)</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Pharmacist</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Pharmacy Technician</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Nutritional Specialist</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Purchasing Clerk</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Information Technology (IT) Staff</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Frontline Supervisor</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Frontline Manager</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Environmental Services Staff</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Housekeeper</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Patient Care Technician</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Phlebotomist</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Clinical Lab Scientist</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Physical Therapist</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>
INTRODUCTION

Established in 1984, Fresno Surgery Center, LP dba Fresno Surgical Hospital (Fresno Surgical Hospital) is a licensed 30-bed acute care hospital located in Fresno. Initially the hospital operated as an outpatient surgery center, but later expanded its services to include overnight post-surgical care. The hospital provides general surgery, neurosurgery, orthopedic surgery, gynecology, and colon and rectal procedures. The hospital serves over 8,200 patients from Fresno, Madera, Kings, Merced and Tulare Counties.

PROJECT DETAILS

This will be the Hospital’s second Agreement. Fresno Surgical Hospital has been developing and implementing a Hospital Incident Command System (HICS) to ensure that they are prepared to assist in catastrophic emergencies. In the first Agreement, Fresno Surgical Hospital completed Part 1, general and conceptual training on the concepts involved in a HICS Plan with the cooperation and coordination of the general public. In this proposal the Hospital will begin Part 2 of the HICS training which will center more on internal responsibilities of individual departments. This training will be offered to all professional healthcare staff.

In addition to HICS training, Fresno Surgical Hospital purchased various computer systems including: an accounting system; a financial reporting system software; and several industry-specific programs such as the quality assurance software, MediSolve. The Hospital also upgraded ADM, an Electronic Medical Records (EMR) system that will require extensive training throughout the organization. These additions and upgrades will expand capabilities as well as insure accuracy and compliance.

Retrainee - Job Creation

Overall, Fresno Surgical Hospital has expanded business capacity, increasing patient cases. In addition, the Hospital recently opened an Ophthalmology Surgery Department. The Hospital plans to hire new staff to accommodate the growth.

In this proposal, Fresno Surgery Hospital has committed to hiring 30 new employees (Job Number 2). The Hospital represents that the date-of-hire for all trainees in the Job Creation program will be within the three-month period before contract approval or within the term-of-contract. The Company also represents that these trainees will be hired into “net new jobs” as a condition of contract.
Training Plan

Medical Skills Training (45%)

The Panel has established a “blended” reimbursement rate for nurse upgrade training, recognizing the higher cost of delivery for the Clinical Preceptor model. All new Graduate Registered Nurses (RN) will receive about 100 hours of Preceptor training by a seasoned RN to ensure they have the skills necessary to work more effectively with patients. Clinical Preceptor courses will reinforce job duties learned through classroom instruction.

For this proposal, approximately 77 RNs, 5 Licensed Vocational Nurses (LVNs), and 30 New Graduate RNs will participate in clinical skills training utilizing both didactic and clinical with preceptor training methodologies. Training will ensure that trainees will remain current in specific medical treatments and that competency levels will meet expectations.

Medical Skills training is reimbursed at a blended rate of $22 per hour. This blended rate recognizes the higher cost of delivery for clinical training. It will apply to both the Didactic and Preceptor modes of delivery. The standard class/lab rate for priority industries, $18 per hour for Job Number 1 and $20 per hour for Job Number 2, will apply to Business Skills, Computer Skills and Continuous Improvement training.

Business Skills (5%): Training will be offered to all occupations to improve documentation skills and customer service, foster quality and continuity of care, and increase efficiency. Training course topics will include customer service training and effective communication.

Computer Skills (30%): Training will be offered to all occupations to increase efficiency and proficiency in recently upgraded and newly purchased software systems. Training course topics will include EMR System, Medisolve System, ADM System, Concur System, OI System and ePREOP training.

Continuous Improvement (20%): Training will be offered to all occupations to increase teambuilding initiatives and disaster preparation and awareness. Training course topics will include Hospital Incident Command System (HICS) part 2, Preceptor Skills (Train the Trainer), Teambuilding and Food Product Safety. Nutrition Specialists will also receive Food Product Safety training to ensure the highest quality of service.

Commitment to Training

Fresno Surgical Hospital has an annual training budget of $125,000, which includes training basic orientation, sexual harassment prevention, CPR and basic safety.

Fresno Surgical Hospital represents that ETP funds will not displace the existing financial commitment to training. Safety training will continue to be provided in accordance with all pertinent requirements under state and federal law.

SET/HUA

Under Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period. All trainees under SET must be frontline workers.

The 266 trainees in Job Number 1 and 2 work in a High Unemployment Area (HUA) with unemployment exceeding the state average at least 25%. The determination of HUA status is
based on unemployment data from the Labor Market Information Division of the Employment Development Department.

Under SET/HUA, all trainees qualify for the ETP Minimum Wage (rather than the Statewide Average Hourly Wage) of $15.07 per hour. Fresno Surgical Hospital will qualify Job Number 1 trainees at $15.07 per hour. However, the Hospital is not qualifying Job Number 2 trainees at that rate. The Hospital will qualify Job Number 2 trainees above the Modified Statewide Average Wage of $20.55 per hour.

**Frontline Managers/Supervisors**

Fresno Surgical Hospital plans to train 20 Frontline Managers and Supervisors. These employees actively perform the same frontline work as those they supervise more than 50% of the time. They do not hire, fire, or set company policy. Based on the nature and scope of their job duties, these trainees meet the Panel’s definition of frontline worker.

**RECOMMENDATION**

Staff recommends approval of this proposal.

**PRIOR PROJECTS**

The following table summarizes performance by Fresno Surgical Hospital under an ETP Agreement that was completed within the last five years:

<table>
<thead>
<tr>
<th>Agreement No.</th>
<th>Location (City)</th>
<th>Term</th>
<th>Approved Amount</th>
<th>Payment Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET13-0216</td>
<td>Fresno</td>
<td>11/26/2012-11/25/2014</td>
<td>$135,000</td>
<td>$120,543 (89%)</td>
</tr>
</tbody>
</table>

**DEVELOPMENT SERVICES**

Fresno Surgical Hospital retained Strategic Business Solutions (SBS) in Visalia to assist with development of this proposal for a flat fee of $8,250.

**ADMINISTRATIVE SERVICES**

Fresno Surgical Hospital also retained SBS in Visalia to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

**TRAINING VENDORS**

To Be Determined
Exhibit B: Menu Curriculum

Class/Lab Hours
8-200

Trainees may receive any of the following:

MEDICAL SKILLS TRAINING – CLINICAL PRECEPTOR

- Medical/Surgical Unit Training
  - Patient Assessment and Care
  - Medical/Surgical Nursing Skills
  - Pre and Post-Operative Care
  - Orthopedic Nursing Skills
  - Anesthesia Protocols
  - Catheter Protocols
  - Laser Safety Protocols

- Operating Room and Post-Anesthesia Care Unit (PACU) Training
  - Patient Assessment and Care
  - Trauma Nursing Skills
  - Peri-Operative Nursing Skills
  - Pre and Post-Operative Care
  - Anesthesia Protocols
  - Laser Safety Protocols
  - Catheter Protocols

- Surgical Services Unit Training
  - Patient Assessment and Care
  - Surgical Nursing Skills
  - Pre and Post-Operative Care
  - Anesthesia Protocols
  - Laser Safety Protocols

- Ophthalmology Unit Training
  - Patient Assessment and Care
  - Pre and Post-Operative Care
  - Ophthalmology Nursing Skills
  - Anesthesia Protocols
  - Laser Safety Protocols

MEDICAL SKILLS TRAINING – DIDACTIC

- Basic Life Support
- Advanced Cardiac Life Support
- Infection Control
- Medical/Surgical Nursing Skills
- New Graduate Nursing Skills
- Nursing Diagnosis Skills
- Nursing Process Skills
- Pain Management
- Patient Assessment and Care
- Peri-Operative Nursing Skills
• Pre and Post-Operative Care
• Rapid Response Skills
• Surgical Nursing Skills
• Code Blue Response
• Sterilization Processes and Protocols
• Anesthesia Protocols
• Catheter Protocols
• Laser Safety Protocols
• Radiology Safety Protocols
• Hemodynamic Monitoring
• Respiratory Care
• Nurse Orientation Training (New Grads Only)

**BUSINESS SKILLS**

• Customer Service Training
• Effective Communications

**COMPUTER SKILLS**

• Electronic Medical Records System Upgrade Training
• MediSolve System Training
• ADM System Training
• Concur System Training
• OI System Training
• ePREOP

**CONTINUOUS IMPROVEMENT**

• Hospital Incident Command System (HICS) Part 2
• Preceptor Skills (Train the Trainer)
• Teambuilding
• Food Product Safety

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**Note:** Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.