

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

*Sunnycrest Center
1717 Philo Road, Suite 24
Urbana, Illinois 61802-6099*

**Bruce Friefeld
Merit Board Chair
Lewis T. (Tom) Morelock
Executive Director**

To: Designated Employer Representatives/Human Resources Directors
Classification Personnel
Testing Personnel

From: Jeff Brownfield
Operations Division

Re: Final Status Notice for the Nursing Consultant
CCE-06-0153

Date: November 17, 2005

The System Office continues to revise and modify the classification plan. The overall objective is to provide an efficient and effective classification and examination system that meets the needs of each employer.

Classes currently used by: NIU and DSCC

<u>Current Classes & Class Codes</u>	<u>Action Proposed</u>	<u>New Classes & Class Codes</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Change-In-Title Policy</u>	<u>Effective Date</u>
0882 Nursing Consultant I	DELETE						
0883 Nursing Consultant II	REVISE	0030 Nursing Consultant	N/A	Professional/ 01	Rehabilitation and Therapeutic 444	1	1/01/06
0884 Nursing Consultant III	DELETE						
0885 Nursing Consultant IV	DELETE						

Change-In-Title Policy requirement reflects revised procedures issued 12/23/03. The actions listed above are recommended. Based on job duties and responsibilities, positions should be identified and moved simultaneously to the appropriate new classifications.

Voiding/Deleting Registers

The registers for the Nursing Consultant I, II and III should be deleted at the close of business on December 31, 2005. The register for the Nursing Consultant II should be voided at the close of business on December 31, 2005. All testing materials related to these titles should be destroyed. The new/revised class specifications and examining instruments for the Nursing Consultant will be effective January 1, 2006.

Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Dependent upon on a change in classification, seniority calculations should be reviewed.

Please contact Jeff at (217) 278-3150, ext. 236 or jeffb@sucss.state.il.us if you need additional information.