

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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Lyneir R. Cole
Merit Board Chair
Jeff Brownfield
Executive Director

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

FROM: Danielle Routh *DR*
Human Resource Associate, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Healthcare Technician

DATE: February 27, 2018

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date for the addition to the following classification:

Healthcare Technician

| <u>New Class</u> | <u>Action Proposed</u> | <u>Prom. Line</u> | <u>Occ. Area</u> | <u>Work Area</u> | <u>Effective Date</u> |
|-------------------------------|------------------------|-------------------|-------------------------|------------------|-----------------------|
| 4684 Healthcare Technician | NEW | NONE | 12/ Medical Services | 442/ Nursing | 04/01/18 |

Class Specification and Examination Components/Instruments

The new class specification and examining instruments for the Healthcare Technician classification (Credentials Assessment) will be effective (available per E-Test) April 1, 2018. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at www.sucss.illinois.gov.

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

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Danielle Routh at (217) 278-3150 Ext. 232 or at danieller@sucss.illinois.gov.