

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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Julie Annette Jones
Merit Board Chair
Gail Schiesser
Executive Director

TO: Designated Employer Representatives, Classification and Testing Personnel
FROM: Christian Twombly
Human Resource Officer, Classification, Examination and Compensation
RE: Preliminary Status Notice for Surgical Technologist
DATE: March 14, 2024

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the preliminary notification and effective date of revisions to the following classification(s):

<u>Class Title</u>	<u>Action</u>	<u>Revised/New Class Title</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Change -in-Title Policy</u>	<u>Exam. Comp.</u>	<u>Effective Date</u>
4046 Operating Room Technician	REVISE	4046 Surgical Technologist	N/A	12/Medical Services	1	CA	04/15/2024

Classes are currently used by UIC, SIUSM

*Change-in-Title policy requirements reflect revised procedures issued 11/14/07. Change-in-title actions listed above are strongly recommended, with positions assigned to the appropriate new/revised classifications based on a thorough review of job duties and assignments.

Voiding/Deleting Registers

The employment registers for the Operating Room Technician classification shall be voided at the close of business on April 14th, 2024. All testing materials related to this title shall be destroyed.

Reemployment Registers

Upon utilization of CIT Policy #1, individuals on the Reemployment Register are entitled to remain on the Reemployment Register for the classification designated to replace the previous classification or for a classification reasonably equivalent to the previous classification specification and examination. Reemployment Registers shall not be voided.

Class Specification and Examination Components/Instruments

The new class specification and examining instruments for the Surgical Technologist classification(s) will be effective (available per E-Test) on April 15th, 2024. 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

Employers should adjust or establish new pay rates/ranges to accompany the above changes where necessary. In some instances, establishing a broad pay range will optimize the opportunity for each employer to reflect their compensation programs for these operations and positions properly.

Seniority

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

If you have any questions or need additional information, please contact Christian Twombly at christiant@sucss.illinois.gov.