



Memorandum

To: Kate Sheehan
Director

Thru: Keith Murry 
Class Studies Supervisor

From: Pat Morrissey 
Human Resource Consultant

Date: January 8, 2020

Subject: Nurses Study, Phase 3: Nurse Administrators

Study Summarization:

An ongoing, comprehensive review of the job classes in the PG02 (Nursing, Assistive) and PG03 (Nursing, Professional) job families is being conducted in multiple phases in response to concerns raised by both the Department of Health and Social Services (DHSS) and Department of Corrections (DOC) that the wages of State of Alaska professional Nurse job classes have failed to remain competitive to recent changes in market.

Phase 1, implemented September 16, 2018, reviewed and investigated the competitiveness of Nurse salaries in comparison to readily available market compensation data. Phase 1 identified substantial misalignment to market.

Phase 2, completed August 1, 2019, reviewed and updated the class concepts/specifications and salary range alignments of various licensed Nurse and unlicensed Assistant (i.e., Certified Nurse Assistants, Psychiatric Nursing Assistants) job classes in the PG02 and PG03 job families providing various nursing assessment and care in State-operated facilities.

This summary memo specifically addresses the Phase 3 review of the work of the Nursing Director (PG0352) and Assistant Nursing Director (PG0351) positions.

Study Results:

In addition to updating the class specifications, job and salary analyses supported the following changes:

Class Code	Class Title	Grade
PG0351	Old: Assistant Nursing Director New: Assistant Nurse Administrator	Old: 23 New: 26
PG0352	Old: Nursing Director New: Nurse Administrator	Old: 25 New: 27

All study actions regarding Nurse Administrator and Assistant Nurse Administrator positions are effective January 16, 2020. Correspondence on the allocation of these study positions are being distributed through the OPD system.

cc: Sana Efird, Administrative Services Director – Department of Health and Social Services
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