

FY 2012 Social Work Class Study
FREQUENTLY ASKED QUESTIONS for Study Conclusion

This FAQ was compiled to address a range of questions common to the conclusion and implementation of a class study, is by no means all-inclusive, and may be updated periodically.

Q: How do the old classes compare with the new classes?

A: The tables below illustrate how the four previous series have been consolidated in the new series.

Former Job Classes	# of Positions	Range	New Job Class	Range
Social Worker I	0	14	Protective Services Specialist I	15
Social Services Specialist I	1			
Social Worker (CS) I	4	15		
Children's Services Specialist I	67			

Social Worker II	6	16	Protective Services Specialist II	17
Social Services Specialist II	6			
Children's Services Specialist II	114	17		
Social Worker (CS) II	31			

Children's Services Specialist III	5	17	Protective Services Specialist III	19
Social Worker III	4	18		
Social Services Specialist III	19			
Social Worker (CS) III	1			

Children's Services Specialist IV	20	19	Protective Services Specialist IV	20
Social Worker IV	0			
Social Worker (CS) IV	31			

Children's Services Specialist V	8	21	Protective Services Manager I	21
Social Worker (CS) V	1			

Children's Services Manager	5	21	Protective Services Manager II	22
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Q: What will happen to my rehire rights?

A: A former or current employee who is still eligible for rehire to the former job class of Social Worker, Social Services Specialist, Social Worker (CS) or Children's Services Specialist has rehire rights to the newly established Protective Services Specialist series at the equivalent level. Please see the table above to determine the appropriate successor job class. For specific information regarding rehire rights please refer to the appropriate collective bargaining agreement: GGU Article 11.06 and SU Article 18.5.

Q: What will happen if my salary range changes or if I'm reallocated?

A: Please refer to your current Collective Bargaining Agreement's language governing reclassification. For reference:

- Relevant contract language for GGU members is found in Article 21.06(F) of the ASEA Collective Bargaining Agreement.
- Relevant language for SU members is found in Article 24.8(F) of the APEA Supervisory Unit Collective Bargaining Agreement.
- There will be differences across Collective Bargaining Agreements, but to quickly paraphrase:
 - For reclassification to another class of the same salary range most Collective Bargaining Agreements call for employees to retain their merit anniversary date (MAD), status (probationary or permanent), and step placement.
 - For reclassification to a higher salary range based upon work already being performed most Collective Bargaining Agreements call for employees to retain their MAD, status, and be placed at the same step within the new salary range. Employees at a Pay Increment step will have a new Pay Increment anniversary date upon entering the higher range.
 - If your position is reclassified to a lower salary range your pay will remain the same. How this is specifically implemented depends on your bargaining unit contract and where you are in step placements within the salary range.
 - More specific inquiries should be directed to your department's HR lead.

Q: If my position has changed ranges, do I have to serve a new probationary period, and how long will it be?

A: Most employee status (probationary or permanent) does not change; however, Supervisory bargaining unit members who will receive a greater benefit by applying Article 24.8.C will have a new probationary period.

Q: Do the changes in range for some positions result in a change to the rate that leave is accrued?

A: No. The rate of leave that an employee may accrue is determined by time of service at a rate consistent with your Collective Bargaining Agreements. Relevant language may be found in Articles 25 and 26 of the ASEA Collective Bargaining Agreement for GGU members, or Article 29 of the APEA Collective Bargaining Agreement for SU members.

Q: When will changes to my position take effect?

A: All study actions are effective July 1, 2012. No actions will be retroactively applied to any date prior to July 1st.

Q: I'm receiving a salary range increase as a result of the study. When will I see the increase in pay?

A: All study actions are effective July 1, 2012, and will show-up on the July 25th payday.

Q: What if my overtime eligibility changes?

A: Please meet with your supervisor to discuss internal policy and procedures.

Q: Why is multiclass staffing being removed from the Children Services Specialist I -V/ Social Worker (CS) I-V job classes?

A: Multiclass staffing had combined the non-license (Children Services Specialist I – IV) and licensed classes (Social Worker (CS) I –V job classes. As the new class series no longer requires a Social Worker license, multiclass staffing is no longer available.

Q: Why am I no longer receiving a supervisory differential?

A: Under Article 24.11 of the Supervisory Unit's Collective Bargaining Agreement, a supervisor who has a subordinate in the classified service who is paid at the same or a higher salary range may request a supervisory differential through their union. Those supervisors that are no longer assigned supervision of a subordinate in the classified services who is paid at the same or higher range are no longer eligible for the pay differential.

Q: My question wasn't really answered by the above FAQ information. How may I seek additional information?

A: Good question. Of course, one should always consult with his/her supervisor, first; however, there are additional resources available:

1. If you have further questions about this study or classification and study processes in general, you may:
 - a. Reference the Classification Homepage at <http://doa.alaska.gov/dop/classification/>.
2. If you wish to review your formal PD, please go to the Online Position Description (OPD) system at <https://dop.state.ak.us/opd/>.
 - a. Your username and password is the same as your State email account.
 - b. Once in the system, you may type your PCN into the "Public Position Descriptions" function in the upper-right corner of your OPD homepage and follow the appropriate link.
3. You may contact the FY2012 Social Work Study lead analyst at rob.weber@alaska.gov with study and classification-specific questions.

4. You may also direct inquiries to your HR Lead or Payroll contact for additional questions regarding payroll, recruitment, or other personnel issues.