# COUNTY OF LOS ANGELES
## DEPARTMENT OF HUMAN RESOURCES

HEADQUARTERS
579 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-2406 FAX (213) 621-0387

BRANCH OFFICE
3333 WILSHIRE BOULEVARD • LOS ANGELES, CALIFORNIA 90010
(213) 738-2222 FAX (213) 637-0820

**MICHAEL J. HENRY**
DIRECTOR OF PERSONNEL


September 9, 2005

To: Each Supervisor

From: Michael J. Henry
Director of Personnel

Subject: **HUMAN RESOURCES STATUS REPORT ON KING/DREW MEDICAL CENTER (KDMC)**

This status report reflects information as of September 8, 2005. Please keep in mind that this information changes daily and, therefore, the information in this report is a snapshot in time.

## DISCIPLINE

Overall, since January 2004, we have taken disciplinary actions against 293 employees at KDMC. Of this number, 148 actions have resulted in discharges, releases or resignations. A total of 36 disciplinary actions have been taken against physicians and 28 physicians have been discharged or resigned.

Since our last report, we have closed ten cases and have opened ten additional cases. As a result, our open caseload is currently 88 (detailed summary information is contained in Attachments I and II). There is one new physician case which involves an allegation of failure to complete annual health screening.

## RECRUITMENTS

With the assistance from the KDMC Public Information Office, radio and newspaper Public Service Announcements (PSAs) were developed to advertise the monthly RN Interview Day events. In addition, a system-wide email blast will be sent to all Department of Health Services employees announcing the September 16th RN Interview Day and encouraging them to tell their non-County colleagues about the event.

We will be contacting appropriate agencies to determine the availability and interest of evacuees seeking to relocate to the Los Angels County area for employment opportunities in medical, nursing, and ancillary positions, as well as other available vacancies Countywide.

If you have any questions, please call me.

MJH:REB
SBH:ck

Attachments

c: David E. Janssen
Thomas L. Garthwaite, M.D.
Ray Fortner
Violet Varona-Lukens
Fred Leaf
Kae Robertson
Hank Wells

H:KDMCSTATUSMEMO 9/9/05 Final

# KDMC HUMAN RESOURCES/PERFORMANCE MANAGEMENT
## ADMINISTRATIVE ACTIONS STATUS REPORT - TABLE

**Period: 01/26/04 - 09/08/05**

**Dated: 9/8/2005**

| | |
|---|---|
| Closed Cases - | 569 |
| Open Cases - | 88 |
| Referred Cases - | 17 |
| Grand Total = | 674 |

| TYPE OF ADMINISTRATIVE ACTION | Medical Staff [1] | Ancillary Medical Staff [2] | Nursing Staff [3] | Pharmacy Staff | All Other Staff | TOTALS |
|---|---|---|---|---|---|---|
| **Formal discipline:** | | | | | | |
| Discharges | 8 | 1 | 22 | 0 | 14 | 45 |
| Discharges of Probationers | 0 | 2 | 5 | 0 | 4 | 11 |
| Suspensions (6 - 30 Days) | 2 | 6 | 31 | 3 | 14 | 56 |
| Suspensions (1 - 5 Days) | 4 | 6 | 20 | 1 | 12 | 43 |
| Reprimands | 5 | 1 | 20 | 2 | 10 | 38 |
| Warnings | 0 | 1 | 1 | 3 | 3 | 8 |
| **Resignations in Lieu of Administrative Action** | 16 | 7 | 22 | 6 | 6 | 57 |
| **Release of Temporary Employee** | 8 | 1 | 20 | 0 | 5 | 34 |
| **Medical Release** | 0 | 0 | 0 | 0 | 1 | 1 |
| **Subtotal** | **43** | **25** | **141** | **15** | **69** | **293** |

| TYPE OF ADMINISTRATIVE ACTION | Medical Staff [1] | Ancillary Medical Staff [2] | Nursing Staff [3] | Pharmacy Staff | All Other Staff | TOTALS |
|---|---|---|---|---|---|---|
| **Non-Disciplinary Corrective Actions [4]** | 20 | 7 | 30 | 43 | 25 | 125 |
| **Total Actions Taken** | **63** | **32** | **171** | **58** | **94** | **418** |

[1] Includes: Physician series; Physician's Assistant; and Nurse Practitioners
[2] Includes: Surgical Technicians; Medical Technologists; etc.
[3] Includes: Nurse series; Licensed Vocational Nurse; Nursing Attendant
[4] Includes: Counseling; Effective Notices to Correct Performance; Reassignments; etc.

Attachment I

**KDMC HUMAN RESOURCES / PERFORMANCE MANAGEMENT**
**ADMINISTRATIVE ACTIONS STATUS REPORT – *MEDICAL STAFF***
**Period: 01/26/04 – 09/08/05**

**Dated: September 8, 2005**

| TYPE OF ADMINISTRATIVE ACTION | Physician | Physician's Assistant | Nurse Practitioner | TOTALS |
|---|---|---|---|---|
| **Formal Discipline:** | | | | |
| Discharges | 6 | 2 | 0 | 8 |
| Discharges of Probationers | 0 | 0 | 0 | 0 |
| Suspension (6 - 30 Days) | 1 | 1 | 0 | 2 |
| Suspension (1 - 5 Days) | 3 | 1 | 0 | 4 |
| Reprimands | 4 | 1 | 0 | 5 |
| Warnings | 0 | 0 | 0 | 0 |
| **Resignations in Lieu of Administrative Action** | 14 | 1 | 1 | 16 |
| **Release of Temporary Employee** | 8 | 0 | 0 | 8 |
| **Medical Release** | 0 | 0 | 0 | 0 |
| **Subtotal** | 36 | 6 | 1 | 43 |

| TYPE OF ADMINISTRATIVE ACTION | Physician | Physician's Assistant | Nurse Practitioner | TOTALS |
|---|---|---|---|---|
| **Non-Disciplinary Corrective Actions** | 18 | 1 | 1 | 20 |
| **Total of Action Taken** | 54 | 7 | 2 | 63 |

**Attachment II**