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

December 22, 2005

To: Each Supervisor

From: Michael J. Henry
Director of Personnel

Subject: **PRESS INQUIRY**

This memorandum will serve to inform you that we have received a media inquiry from the Los Angeles Times regarding disciplinary actions at King/Drew Medical Center (KDMC). The request seeks data on disciplinary actions at KDMC during calendar years 2004 – 2005, and a summary of the two-year period.

Attached are three charts which detail the information that was given to the L.A. Times.

In summary, for calendar year 2004, we completed 97 disciplinary actions compared to 283 formal disciplinary actions in 2005. In January 2005, my department forged an agreement with the Director of Health Services and Navigant Consulting to takeover the administration of all disciplinary cases at KDMC, as well as other Human Resources functions. KDMC's open case backlog for disciplinary actions for the past several months has hovered between 60 and 70 open cases. We believe this is more in line with the ratio of disciplinary actions to hospital employees at our other County hospitals. We also reported that we have reduced the outstanding backlog of cases significantly.

Due to the holidays, it is our intention to forego issuing our regular weekly KDMC report until the week of January 9, 2006.

MJH:kc
Attachments
c: David E. Janssen
Thomas L. Garthwaite, M.D.
Ray Fortner
Violet Varona-Lukens
Antionette Smith Epps
Fred Leaf
pressinq.mbs

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

Period: 01/26/04 - 12/31/04

Dated: 12/21/2005

Closed Cases -	705
Open Cases -	70
Referred Cases -	14
Grand Total =	789

TYPE OF ADMINISTRATIVE ACTION	Medical Staff [1]	Ancillary Medical Staff [2]	Nursing Staff [3]	Pharmacy Staff	All Other Staff	TOTALS
Formal discipline:						
Discharges	3	0	7	0	2	12
Discharges of Probationers	0	2	3	0	1	6
Suspensions (6 - 30 Days)	0	4	4	1	3	12
Suspensions (1 - 5 Days)	1	2	9	1	6	19
Reprimands	1	0	12	0	5	18
Warnings	0	0	1	2	1	4
Resignations in Lieu of Administrative Action	4	1	5	5	3	18
Release of Temporary Employee	3	0	4	0	1	8
Medical Release	0	0	0	0	0	0
Subtotal	12	9	45	9	22	97

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]	8	1	12	38	12	71
Total Actions Taken	20	10	57	47	34	168

[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.

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Dated: 12/21/2005

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TYPE OF ADMINISTRATIVE ACTION	Medical Staff [1]	Ancillary Medical Staff [2]	Nursing Staff [3]	Pharmacy Staff	All Other Staff	TOTALS
Formal discipline:						
Discharges	6	3	21	0	22	52
Discharges of Probationers	0	3	2	1	6	12
Suspensions (6 - 30 Days)	3	6	38	3	24	74
Suspensions (1 - 5 Days)	6	5	11	0	7	29
Reprimands	5	1	8	2	8	24
Warnings	0	1	0	1	2	4
Resignations in Lieu of Administrative Action	15	8	24	1	6	54
Release of Temporary Employee	6	1	22	0	4	33
Medical Release	0	0	0	0	1	1
Subtotal	**41**	**28**	**126**	**8**	**80**	**283**

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]	15	7	23	5	16	66
Total Actions Taken	**56**	**35**	**149**	**13**	**96**	**349**

[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
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TYPE OF ADMINISTRATIVE ACTION	Medical Staff [1]	Ancillary Medical Staff [2]	Nursing Staff [3]	Pharmacy Staff	All Other Staff	TOTALS
Formal discipline:						
Discharges	9	3	28	0	24	64
Discharges of Probationers	0	5	5	1	7	18
Suspensions (6 - 30 Days)	3	10	42	4	27	86
Suspensions (1 - 5 Days)	7	7	20	1	13	48
Reprimands	6	1	20	2	13	42
Warnings	0	1	1	3	3	8
Resignations in Lieu of Administrative Action	19	9	29	6	9	72
Release of Temporary Employee	9	1	26	0	5	41
Medical Release	0	0	0	0	1	1
Subtotal	**53**	**37**	**171**	**17**	**102**	**380**

TYPE OF ADMINISTRATIVE ACTION	Medical Staff [1]	Ancillary Medical Staff [2]	Nursing Staff [3]	Pharmacy Staff	All Other Staff	TOTALS
Non-Disciplinary [4] Corrective Actions	23	8	35	43	28	137
Total Actions Taken	**76**	**45**	**206**	**60**	**130**	**517**

[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.