

EXECUTIVE DIRECTIVE NO. 09-398

Authorizing Personnel Transactions

By virtue of the authority vested in the Governor as the head of the Executive Branch of the State of Kansas, the following transactions are hereby authorized:

The Kansas Civil Service Basic Pay Plan that took effect on June 15, 2008, is hereby modified and the new pay matrix for the classified service is hereby adopted, effective June 14, 2009. The pay plan is modified to the extent provided for in the rules and regulations promulgated by the Secretary of Administration under the authority of KSA 75-3706 or as hereafter modified by executive directives, and such modifications may be effective on the date of the rules and regulations or executive directives in accordance with KSA 75-2938. The two attached pay matrices are hereby incorporated in and made part of this executive directive. Pay grade 5 and pay grade 6 are removed from the previous pay matrix as a result of the increase in the federal minimum wage.

The request of George Vega, Director of the Division of Personnel Services, to reassign the following classes to the pay grades listed below is hereby approved effective June 14, 2009:

<u>Class Title</u>	<u>Pay Grade</u>
Lifeguard	8
Seasonal Worker	7
Seasonal Worker Senior	8
Foster Grandparent (State)	7

The request of George Vega, Director of the Division of Personnel Services, to provide a one-step increase of 2.5 percent to all employees in the following job classes is hereby approved, effective June 14, 2009.

Class Title
Administrative Officer
Administrative Specialist
Building Systems Technician
Carpenter
Carpenter Senior
Clinical Chaplain
Cook Senior

Class Title

Dietitian I
Dietitian II
Dietitian III
Food Service Worker
Librarian I
Librarian II
Librarian III
Lock Systems Specialist
Lock Systems Specialist Senior
Machinist
Museum Assistant
Petroleum Industry Regulatory Technician I
Petroleum Industry Regulatory Technician II
Petroleum Industry Regulatory Technician III
Power Plant Operator
Power Plant Operator Senior
Refrigeration and Air Conditioning Service Technician
Refrigeration and Air Conditioning Service Technician Senior
Senior Administrative Specialist
Special Investigator I
Special Investigator II

The request of George Vega, Director of the Division of Personnel Services, to provide a two-step increase of 5.0 percent to all employees in the following job classes is hereby approved, effective June 14, 2009.

Class Title

Corrections Counselor I
Corrections Counselor II

The request of George Vega, Director of the Division of Personnel Services, to reassign the following job classes to the pay grades listed below and place all current employees in these classes on their current step at the new pay grade providing them with a 5.0 percent increase, is hereby approved, effective June 14, 2009.

Class Title

Attorney II
Attorney IV
Certified Nurse Aide Trainee
Certified Nurse Aide I
Computer Operator II
Computer Operations Facility Technician
Computer Operations Manager
Computer Operations Supervisor

Pay Grade

33
37
13
15
22
25
30
28

<u>Class Title</u>	<u>Pay Grade</u>
Custodial Manager	23
Database Administrator I	29
Database Administrator II	31
Database Administrator III	33
Database Administration Supervisor	35
Electrician	19
Electrician Senior	22
Food Service Supervisor Senior	19
Human Service Specialist	22
Laboratory Technician II	20
Laboratory Technician III	23
Licensed Practical Nurse	19
Museum Exhibits Technician	19
Museum Specialist	22
Network Control Technician I	25
Network Control Technician II	28
Network Control Technician III	30
Network Control Supervisor	32
Plumber	19
Plumber Senior	22
Technology Support Technician I	22
Technology Support Technician II	24

The request of George Vega, Director of the Division of Personnel Services, to reassign the following job classes to the pay grades listed below and place all current employees in these classes at one step higher than their current step providing them with a 7.5 percent increase, is hereby approved, effective June 14, 2009.

<u>Class Title</u>	<u>Pay Grade</u>
Capitol Area Guard I	16
Capitol Area Guard II	18
Grounds Maintenance Supervisor II	21
Human Service Supervisor	28
Media Production Technician	25
Registered Nurse Administrator	35

The request of George Vega, Director of the Division of Personnel Services, to reassign the following job classes to the pay grades listed below and place all current employees in these classes on their current step at the new pay grade providing them with a 10.0 percent increase, is hereby approved, effective June 14, 2009.

<u>Class Title</u>	<u>Pay Grade</u>
Administrative Assistant	16
Audio Visual Technician	20

<u>Class Title</u>	<u>Pay Grade</u>
Coordinator of Children's Services	28
Historic Preservation Specialist II	27
Historic Site Curator I	22
Historic Site Curator II	25
Human Service Assistant	17
Registered Nurse Senior	30
Registered Nurse Specialist	33
Rehabilitation Support Worker II	19
Rehabilitation Instructor	19
Senior Administrative Assistant	18
Veterinary Anesthesia Technician	24

The request of George Vega, Director of the Division of Personnel Services, to reassign the following job classes to the pay grades listed below and place all current employees in these classes on the new pay grade at two steps higher than their current step providing them with a 10.0 percent increase is hereby approved, effective June 14, 2009.

<u>Class Title</u>	<u>Pay Grade</u>
Nursing Education Specialist	33
Nursing Practice Specialist	33

The request of George Vega, Director of the Division of Personnel Services, to reassign the Chemical Dependency Program Director to pay grade 27 and place all employees currently in this job class on the new pay grade at one step higher than their current step providing them with a 12.5 percent increase is hereby approved, effective June 14, 2009.

The request of George Vega, Director of the Division of Personnel Services, to reassign the Custodial Supervisor Senior to pay grade 20 and place all employees currently in this job class on the new pay grade at two steps higher than their current step providing them with a 15.0 percent increase is hereby approved, effective June 14, 2009.

The request of George Vega, Director of the Division of Personnel Services, to reassign the following job classifications to the pay grades listed below and to place all employees currently in these job classes on the same step on the new pay grade as their current step providing them with a 15.0 percent increase is hereby approved, effective June 14, 2009.

<u>Class Title</u>	<u>Pay Grade</u>
Safety and Security Officer I	18
Safety and Security Officer II	20
Safety and Security Chief	22

The request of George Vega, Director of the Division of Personnel Services, to reassign the following job classifications to the pay grades listed below and to place all employees

currently in these job classes on the new pay grade at two steps higher than their current step providing them with a 20.0 percent increase is hereby approved, effective June 14, 2009.

<u>Class Title</u>	<u>Pay Grade</u>
Museum Exhibits Director	29
Public Programming/Performance Technician	21
Registered Nurse	28

The request of George Vega, Director of the Division of Personnel Services, to establish the attached updated pay plan for unclassified physicians in state facilities under the authority of the Department of Social and Rehabilitation Services, is hereby approved, effective June 14, 2009, in accordance with KSA 95-2935c.

I have conferred with the Secretary of Administration, the Director of the Budget, the Director of Personnel Services, and members of my staff, and I have determined that the requested actions are appropriate.

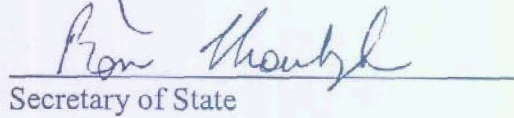
THE GOVERNOR'S OFFICE

By the Governor

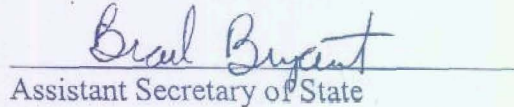


7/6/09
Date

FILED
JUL 06 2009
RON THORNBURGH
SECRETARY OF STATE



Secretary of State



Assistant Secretary of State

Kansas Civil Service Basic Pay Plan (effective June 14, 2009)
 Basic Steps (Bi-Weekly Rates)

PG Step 4 Step 5 Step 6 Step 7 Step 8 Step 9 Step 10 Step 11 Step 12 Step 13 Step 14 Step 15 Step 16 Step 17 Step 18

18	1038.40	1063.20	1088.80	1116.00	1144.00	1172.80	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80
19	1088.80	1116.00	1144.00	1172.80	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80
20	1144.00	1172.80	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40
21	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40
22	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80
23	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80
24	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40
25	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40
26	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40
27	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80
28	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40
29	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60
30	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40
31	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60
32	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40
33	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00
34	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20
35	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80
36	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80	3432.00	3512.80
37	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80	3432.00	3512.80	3601.60	3691.20
38	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80	3432.00	3512.80	3601.60	3691.20	3783.20	3877.60

Kansas Civil Service Basic Pay Plan (effective June 14, 2009)
Basic Steps (Hourly Rates)

PG	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18
7	7.56	7.77	7.96	8.18	8.35	8.56	8.76	8.96	9.24	9.44	9.69	9.93	10.15	10.43	10.68
8	7.96	8.18	8.35	8.56	8.76	8.96	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21
9	8.35	8.56	8.76	9.00	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79
10	8.76	9.00	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35
11	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98
12	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61
13	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61	13.95	14.30
14	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61	13.95	14.30	14.66	15.03
15	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61	14.30	14.66	15.03	15.38	15.75	16.16
16	11.79	12.04	12.35	12.66	12.98	13.29	13.61	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94
17	12.35	12.66	12.98	13.29	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39
18	12.98	13.29	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26
19	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16
20	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13
21	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13
22	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16
23	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31
24	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48
25	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68
26	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98
27	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31
28	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73
29	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22
30	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78
31	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42
32	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13
33	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95
34	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84
35	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81
36	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81	42.90	43.91
37	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81	42.90	43.91	45.02	46.14
38	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81	42.90	43.91	45.02	46.14	47.29	48.47

**SOCIAL AND REHABILITATION SERVICES
PSYCHIATRIST/PHYSICIAN COMPENSATION WORKSHEET
Effective 06-14-2009 to 06-15-2010**

Physician Name _____ Facility _____ Date _____

I. **Base Pay Determination.** Use Section A for new physicians or those who are eligible for a different classification. Changes in Classification are based upon the recommendation of the Superintendent. Use Section B for contract renewals.

A. New Contract: A description of base pay classifications is attached.

Clinical Director of Psychiatry	\$184,332
Psychiatrist III	146,196
Psychiatrist II	133,482
Psychiatrist I	120,770
Medical Director	\$146,196
Physician III	120,770
Physician II	114,415
Physician I	101,699
Institutional License III	97,461
Institutional License II	93,224
Institutional License I	88,987

\$ _____

B. Contract Renewal:

Previous Year Section I Total

\$ _____

II. **Added Value**

A. Specialized Training (\$3,000)

\$ _____

Specify: _____

Formalized subspecialty training including, but not limited to: geriatric psychiatry, forensic psychiatry, child psychiatry, and psychopharmacology, approved by the American Medical Association and the American Psychiatric Association.

B. Board Certified (\$6,000): Yes _____ No _____ \$ _____

Psychiatry and Neurology _____

Internal medicine and family practice _____

Other, specify: _____

C. Supervision (\$6,000)

\$ _____

Supervision: Provides administrative or clinical supervision beyond that provided by all physicians.

D. At Larned State Hospital add \$10,000 for geographic incentive

\$ _____

Section II Total

\$ _____

III. Salary Determination

This section is used to determine annual salary. Section I and II are used as follows:

New physicians - Calculate appropriate amounts for both Sections I A and II. New physicians are not eligible for a merit increase in Section III.

Physicians with new classification - Calculate appropriate amounts for both Sections I A and II. These individuals are eligible for merit increase in Section III.

Others - Use Section I B. Section II is used only if a new or changed added value is needed. Remember to remove old amount for a revised added value.

Total (A or B) Section I	\$ _____
Total Section II	\$ _____
Total Annual Salary	\$ _____
Bi-Weekly Salary	\$ _____

Approved by:

Superintendent

Clinical/ Medical Services Director

CLASSIFICATION	DESCRIPTION
Institutional License I	Eligible for an institutional license with less than three years experience beyond residency training
Institutional License II	Eligible for an institutional license with three years experience beyond residency training
Institutional License III	Eligible for an institutional license with eight years experience beyond residency training
Physician I	Licensed with less than five years experience beyond residency training
Physician II	Licensed with five years experience beyond residency training
Physician III	Licensed with ten years experience beyond residency training
Medical Director	A licensed physician who directs a facility medical program
Psychiatrist I	Has completed an approved psychiatric residency program with less than five years of experience beyond residency
Psychiatrist II	Five years of experience beyond residency training
Psychiatrist III	Ten or more years experience beyond residency training
Clinical Director	A psychiatrist who directs a facility psychiatric program

**EMPLOYMENT AGREEMENT
FOR
PHYSICIAN SERVICES**

This Employment Agreement is made and entered into as of the 14th day of June, 2009, by and between _____ (employer) and _____ (employee). This agreement expires on the 15th day of June, 2010.

WHEREAS, pursuant to the provisions of K.S.A. 76-12a03, the Hospital, under authority of the Deputy Secretary of Disability & Behavioral Health Services, is authorized to retain for physician services, and

WHEREAS, pursuant to the provision of K.S.A. 75-2935(1)(o), physicians appointed to provide services at the State Hospitals are considered in the unclassified service, and except as made applicable by Executive Order No. 85-84, as such are subject to the rules and regulations otherwise applicable to employees of the State within the unclassified service, and

WHEREAS the parties to this Agreement, being willing and able to enter into this agreement and desiring to record the specifics thereof, agree as follows:

I. **PHYSICIAN'S DUTIES** The physician agrees to provide his/her professional services to the Hospital and for such patients as the Hospital may assign to him/her, and to perform such other duties as may be assigned to the physician, as set out in the physician's position description or as directed by physician's supervisor, and consistent with the following:

a. **Normal working hours:** The physician agrees to be available for assignment and duties on approximately an 8-hour per day/40-hour per week basis, Monday through Friday from 8:00 am until 5:00 pm, but further agrees that from time to time the physician will be assigned to duties, including on a rotating basis as the Hospital may assign to the physician, "doctor-on-duty" responsibilities, which may require the physician to be available for assignment and duties on holidays, weekends and/or in excess of 40 hours in any particular one week period, and up to and including 24 hour/day continuous assignment, without further compensation or benefit; except that the physician shall be entitled to holiday compensation, in the form of compensatory time off or pay as the Hospital shall decide, for all hours worked on a legally designated state holiday.

b. **By-Laws, Rules, Regulations, and Policies:** The physician agrees to abide by the By-Laws of the Medical Staff of the Hospital, the rules, regulations and policies of the State of Kansas applicable to all public employees, including the prohibitions provided for within the provisions of the State Governmental Ethics Act, K.S.A. 46-215, et seq., the policies of the Hospital, the rules and regulations of the Board of Healing Arts, and the Principles of Medical Ethics of the American Medical Association and the American Psychiatric Association.

c. **Outside practice:** Unless agreed to in writing by the Superintendent, physician agrees that he/she will not be employed to provide physician service to any other person, entity or organization during the term of this Agreement.

II. **COMPENSATION** The hospital agrees to pay the physician, as compensation for the services to be performed during the term of this Agreement, the sum of approximately _____ (\$_____/year), earned and payable in bi-weekly installments of \$_____, subject to federal, state and local withholdings and other deductions as may be required by law or as agreed to by the physician, payable under and in accordance with the State's payroll procedures. This sum has been calculated pursuant to a formula created for this purpose, and is evidenced by the worksheet attached to this Agreement.

In addition thereto, the Hospital shall also provide or pay to, or on behalf of, or for the benefit of, the physician such sums and such other benefits as may be authorized by law for all full time employed persons in the unclassified service of the State, and the physician shall be allowed to accrue and use annual leave and sick leave upon the same terms and conditions as classified full time civil service employees of the State. Salary increases or other additional benefits may also be provided to the physician during the term of this Agreement, as such may be authorized by law and agreed to by the parties hereto.

III. TERMINATION

a. Either party hereto may terminate this Agreement without reason or penalty by giving the other party written notice of intent to do so thirty (30) days in advance.

b. This Agreement shall automatically terminate upon the event of the physician's death, subject only to any unpaid and earned monthly installment, or portion thereof, and any death benefit or allowance authorized by law for all persons in the unclassified service of the State.

IV. MALPRACTICE INSURANCE

The Hospital agrees to assist the physician in obtaining insurance in such an amount and against such types of malpractice as the Hospital deems appropriate. The Hospital will either directly pay for or reimburse the physician the cost of such insurance and such shall be considered as additional compensation for the physician's services provided under this Agreement. The physician agrees to cooperate in the obtaining and maintaining of this coverage and shall immediately notify the Superintendent of any change or circumstance which does or would affect that coverage. The physician may, at his/her own expense, obtain coverage in addition to that which the Hospital shall arrange, and in the event the physician elects to do so, shall provide evidence of the coverage and provider to the Superintendent at the time such is initially obtained and at every renewal.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

STATE OF KANSAS BY:

PHYSICIAN:

Superintendent

Physician

License #: _____

Deputy Secretary for Disability & Behavioral Health
Services