

Medical Center Workshop Summary

The medical center workshop participants were broken up into three teams. Each team went through the Personnel Process, Information and Data Request, and Labor Relations workshop documents and voted on their top ten requirements. The results are summarized in the tables below.



Common requirement among all three teams



Common requirement among two of the three teams

Personnel Processes Top 10

	Team Blue	Team Yellow	Team Red
1	Layoff data	Salary Actions	Appointment Data
2	User Defined fields	Salary/Job/Personal History	Salary/Job/Personal History
3	Simultaneous Range Adjustments	Organizational Structure	License and Certifications
4	Appointment Data	Performance Evaluation Tracking	Calculate Leave Accruals
5	Grievance/Disciplinary data	Time and Attendance	Retroactive Merit Increases
6	Late Reported Transactions	Layoff Data	Recruit/Applicant Data
7	Range Increases	Links to Other Systems	On-line Job Vacancies
8	License and certifications	License and Certifications	Appointment vs. Pay Distributions
9	Salary Actions	LOA/FMLA	LOA/FMLA
10	LOA/FMLA	Appointment Data	Salary Actions

Information and Data Requests Top 10

	Team Blue	Team Yellow	Team Red
1	Employee Attributes	Workers Compensation	Employee Attributes
2	Data Currency – Data Warehouse	Merit Increase Tracking – Reconciliation Reports	Data Warehouse
3	Data Definitions – Data Warehouse	Affirmative Action	Availability of Reports

	Team Blue	Team Yellow	Team Red
4	Tools – Data Warehouse	FTE Reporting – Staffing and Budget	Merit Increase Tracking
5	Timely Data – Workforce Planning	Types of Employees – Staffing and Budget	Timely Data
6	Delivery Methods – Data Warehouse	Staffing Systems - Staffing and Budget	Business Analysis
7	Data Edits/Audits – Other Reports	Total Compensation Model – Staffing and Budget	Trending Reports
8	Availability of Reports – Workforce Planning	Employee Attributes – Workforce Planning	Employee Self Service
9	Merit Increase Tracking	Bargaining Unit Reporting – Reconciliation Reports	Staffing Systems
10	Business Analysis – Other Reports	Funding Sources – Reconciliation Reports	Bargaining Unit Reporting

Labor Relations Top 10

	Team Blue	Team Yellow	Team Red
1	Job Classifications in bargaining units	Information Requests from Union	Job Classifications in Bargaining Unit
2	Multi Unit Representation	Layoffs/Rehires/Recalls	Multiple Appointments
3	Multiple Appointments	Pay Rate Scenarios	Payroll Deductions
4	Information Requests from Union	Job Classifications in bargaining Units	Multi unit representation
5	Multi Year Wage Settlements	Duties of Employees	Information Requests from Union
6	Pay Rate Scenarios	Wage Settlement	Wage Settlement
7	Wage Settlements	Payroll Deductions	Consistent Data
8	Layoffs/Rehires/Recall	Consistent Data	Pay Rate Scenarios
9	Payroll Deductions	Multi unit Representation	Layoff/Rehires/Recalls
10	Grievances	Grievances	Multi Year Wage Settlements

Medical Center Needs

The following table summarizes areas of importance where each medical center feels its needs differ from those of the campuses.

UC Davis MC	UC Irvine MC	UCLA MC	UC San Diego MC	UC San Francisco MC
Mission based reporting	24 Hour Operation	Side letters (e.g., jury duty, flex hours)	24 hour operation	Need more autonomy and better support
Position Control	In business to make money	Unique shift scheduling and pay	Challenging recruitment	Unique pay rules and wage structures
On-line central data entry	Background check on all employees	Multi facility code	Flexible budgeting	Flexible budgeting
Local update of tables	Customer Service focused	Pay campus to process payroll	Customer Service focused	Accommodate shift differentials
On-line central data entry	License, certifications, and competencies	Local update and control of Title and Pay Plan	Emergency evacuation (tracking, testing)	Service awards
	Incentive award programs	Incentive award programs	Medical regulatory requirements	Incentive award programs

Medical Center Systems

The table below lists the major systems and system efforts underway at the five medical centers.

UC Davis MC	UC Irvine MC	UCLA MC	UC San Diego MC	UC San Francisco MC
PeopleSoft	Web based managers tool box (appt., recruitment, change status, etc.)	Competency tracking (JCAHO/DHS req.)	Home grown HRIS and payroll	Hospital payroll (shadows EDB, leave accrual and tracking)
Web based reporting system to track faculty time	Performance management system	Grievance/layoff/ service award tracking	DDI – time and attendance	Nursing systems (training, license, incident reports, etc.)

UC Davis MC	UC Irvine MC	UCLA MC	UC San Diego MC	UC San Francisco MC
Sharp System – status report updates	Educational inventory	Merit processing	Report distribution (infopac)	Performance evaluation
Time and attendance*	New employee orientation	One Staff (RN scheduling system)	ANSOS (nurse scheduling)	ANSOS (nurse scheduling)
Automated monthly reports*	Separation process	Training sign up and tracking	Training (Ontrack)	Employee heath (STYX)
	Badge request system	Applicant tracking (Greentree)	Applicant tracking (Resumex)	Applicant tracking (Greentree)
	IHRS	Budget system	Budget system (TSI)	Weblinks
		Disability tracking		Time collection (TPS)
		Payroll		
		Leave accrual		
		Web time reporting*		

*Efforts underway