

JOB EVALUATION REPORT

Fire and Police Commission Meeting Date: January 5, 2012
 Department: Fire Department

Current	Requested	Recommended
New Position	Chief Medical Officer To Be Studied	Fire Medical Officer PR 9R \$47.00 hourly

Action Required – Effective Pay Period 2 (January 8, 2012)

In the 2012 Salary Ordinance, under 9R delete the title “Physician, Fire” and the biweekly rate of \$575.37; and add the title “Fire Medical Officer” and the hourly rate of \$47.00.

In the Positions Ordinance, under Fire Department, Support Services Bureau Decision Unit, delete the title “Chief Medical Officer” and add the title “Fire Medical Officer”.

Background

The Department of Employee Relations received a letter dated October 20, 2011 from Michael Tobin, Executive Director of the Fire and Police Commission, regarding classification of a new position of “Chief Medical Officer” in the Milwaukee Fire Department (MFD). The department submitted a new job description and discussions were held with Chief Mark Rohlfig; Juliet Battle, Fire Personnel Officer; and Emma Stamps, Business Finance Manager.

The duties of this new position were performed for over 30 years by positions in the classification of Physician, Fire in Pay Range 50. In 2006, these Physician positions were contracted out with the Medical College of Wisconsin. In 2008 one Physician position was separated from the others and had an individual contract to specifically focus on work related to the “Return to Work” program in addition to other duties listed below. Recreating this function now as a position within the Fire department is more cost effective as liability insurance for this function will be covered by the city.

Duties and Responsibilities

The primary function of this position is to guide, direct, and advise employees with regard to their health, fitness, and suitability for firefighting duties as outlined in NFPA 1500 (National Fire Protection Association’s Standard on Fire Department Occupational Safety and Health Program). Secondary duties include being an adviser/liaison to various committees and organizations in relation to firefighter health and safety. Duties and responsibilities include the following:

- 55% Provide mandatory medical consultation and observations at Tuesday morning “sick call” for MFD employees; identify those who may be eligible for the MFD’s “Return to Work” program or are medically certified to safely perform essential job tasks; and advise employees regarding concerns on care and/or possible disability.

- 10% Review individual medical evaluations and aggregate data, working in tandem with the MFD and, working with the MFD Health and Safety Officer, identify possible occupational exposures or clusters of occupational disease or injury; and aid in developing programs and educational presentations to address areas of concern.
- 10% Consult with employees' physicians regarding duty-related illnesses and injuries.
- 5% Consult with medical groups conducting special team physical examinations and SCBA (Self-Contained Breathing Apparatus) fit test medical questionnaires as outlined in NFPA 1404 (National Fire Protection Association's Standard for Fire Service Respiratory Protection Training) and identify conditions that need to be brought to the attention of employees.
- 5% Act as an advisor and/or provide support to the following MFD committees: Occupational Safety and Health Committee, Stress Team, and Infectious Control; and attend critical incident debriefings.
- 5% Provide on-scene medical support for third or greater alarms.
- 5% Participate in planning, activation, response, and resources for mutual aid for natural and man-made disasters, hazardous materials, and weapons of mass destruction; and attend CME and other government sponsored courses on disaster/terrorism medicine.
- 5% Act as a liaison between the Fire Chief and the clinical department of the Medical College of Wisconsin and community hospitals in developing a teaching experience for medical, physician assistant, and nursing students in the medical aspects of the firefighting profession.

Requirements include being a Doctor of Medicine, having a Doctor of Medicine License from the State of Wisconsin, and knowledge of firefighting duties as outlined in NFPA 1500.

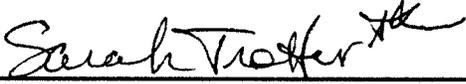
Analysis

As part of the 2012 budget the Department included one new part time, nonbenefit position to perform the above duties. To determine the rate of pay comparisons were made to physician positions at Milwaukee County and the cities of Chicago, Illinois; Dallas, Texas; Denver, Colorado; and Philadelphia, Pennsylvania. As this is a part time position, an average rate was calculated based on the first step or minimum rate for each of these positions. The rates were also adjusted for the cost of living in the different cities. Based on this data we recommend the hourly rate of \$47.00 per hour. As this is a part time, nonbenefit position, the person in this position must work less than 1,040 hours in a year.

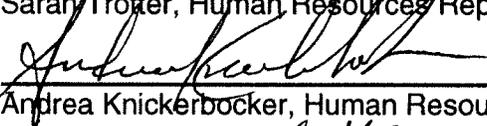
Instead of the requested title of "Chief Medical Officer" we recommend the title of "Fire Medical Officer". The term "Chief" usually refers to someone who supervises or oversees the work of others and this new position would work independently. To indicate that this position is not a citywide position but is rather focused on the Fire Department we recommend that "Fire" be part of the title.

Recommendation

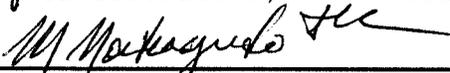
Based on the above analysis we therefore recommend that this new position be classified as Fire Medical Officer in Pay Range 9R with the new hourly rate of \$47.00.

Prepared by: 

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Reviewed by: 

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