

**THE CALIFORNIA STATE UNIVERSITY**  
**Office of the Chancellor**  
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**Date:** June 27, 2006

**Code:** HR 2006-16

**To:** CSU Presidents

**From:** Jackie R. McClain  
Vice Chancellor  
Human Resources



**Subject:** Updated Classification and Qualification Standards – Physician Classification

Human Resources is pleased to provide updated Classification and Qualification Standards for the Physician (class code 7737) classification. The classification standard has been updated for consistency with Executive Order 943 and to better reflect the scope of work performed on campuses. The final Classification and Qualification Standard is provided in Attachment A and incorporates feedback from campus management and the Union of American Physicians and Dentists (UAPD – Unit 1) during the systemwide review process.

Pursuant to a Side Letter of Agreement reached between the California State University (CSU) and UAPD, the updated classification standard is effective July 1, 2006. For complete details regarding implementation of the updated classification standard please refer to the Side Letter of Agreement (Attachment B).

The following 12-month salary ranges are effective July 1, 2006 and will be further adjusted by any General Salary Increase (GSI) negotiated for fiscal year 2006/07:

Salary Range Minimum:	\$9,000/month	\$108,000/year
Salary Range Maximum:	\$14,840/month	\$178,080/year

Salary schedule information will be announced in a forthcoming pay letter, and changes to the salary schedule will be implemented in the near future.

Classification and qualification standards also can be viewed and printed at Human Resources Classification Standards Web site:

<http://www.calstate.edu/HRAdm/Classification/index.shtml>.

This memorandum also is available on Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>. Questions regarding this coded memorandum may be directed to Human Resources Administration at (562) 951-4411.

JRMcC/gc

Attachments

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**Distribution:**

Vice Presidents, Student Affairs  
Human Resources Directors  
Student Health Center Directors

Chair, CSU Health Services Advisory Committee  
HR Professionals



## Physician

*Class Code: 7737*

*Date Established: 07-01-89*

*Date Revised: 07-01-06*

### **OVERVIEW:**

Under general administrative medical direction, Physicians have primary responsibility for primary care and/or specialized clinical duties that require licensing and certification in a medical specialty appropriate to their assigned duties. Physicians also supervise the delivery of medical care by other health care professionals and practitioners in the Student Health Center.

### **TYPICAL ACTIVITIES:**

Physicians perform medical diagnostic and treatment activities appropriate to their specialty and training, and within the scope of the program established by the CSU Board of Trustees. The following examples are meant to illustrate the general range of work functions performed by a Physician within the Student Health Center; they are not meant to be all-inclusive or restrictive. Work assignments may vary and involve related activities to support Student Health Center operations.

- ◆ Examine patients; diagnose illnesses and injuries; develop treatment plans, including prescribing and administering medical treatments and referring to other health care professionals as needed; perform emergency procedures as necessary; counsel and educate patients on related medical/personal problems and health measures; and follow-up on treatment to ensure the appropriate resolution of illness or injury. May perform minor surgeries not requiring general anesthesia.
- ◆ Consult with private physicians and public agencies in securing treatment for patients requiring services beyond those available in the Student Health Center. Coordinate with campus counseling staff in presenting mental health problems.
- ◆ Serve as physician consultant resource or preceptor to Nurse Practitioners and Physician Assistants and provide medical instruction and supervision to assigned Student Health Center staff including, but not limited to, Medical Assistants, laboratory and nursing staff.
- ◆ Collaborate with management on how best to meet the health care needs of the campus population. Provide leadership and consultation as needed in such areas as preventive medicine, health education, environmental health and safety, and emergency preparedness.
- ◆ May be assigned to direct and oversee specific departments within the Student Health Center, such as the laboratory, and participate in specialty clinics, student health center or campus committees, and the campus health and safety program.

## TYPICAL QUALIFICATIONS:

### ***Knowledge and Abilities:***

Thorough knowledge of and the ability to effectively apply the principles and methods essential to the assigned medical specialty, and in the diagnosis and treatment of common medical disorders, and in the assessment and response to emergency situations; thorough knowledge of community resources in medical treatment and public health practices; thorough knowledge of local, state, and national laws and regulations pertaining to the medical field and specialty; thorough knowledge of applicable professional ethics and standards; ability to serve as a mentor and resource consultant for other health center personnel; and the ability to establish and maintain effective working relationships with a variety of medical practitioners and specialists, as well as students, administrators, and faculty.

### ***Education and Experience:***

Graduation from a medical school recognized by the Medical Board of California. Completion of one or more residency programs in a specialty appropriate to the assigned duties with increasingly responsible experience in the practice of that specialty. Prior or current affiliation with a hospital or outpatient clinic is preferred.

### ***License and Certification Requirements:***

Incumbents must possess and maintain the legal requirements for the practice of medicine in the State of California, including the following:

- ◆ Possess and maintain a valid and relevant State of California license to practice medicine.
- ◆ Possess and maintain current American Board of Medical Specialties (ABMS) or American Osteopathic Association (AOA) medical board certification appropriate for the assigned duties. See note below.
- ◆ Possess and maintain a valid Drug Enforcement Agency (DEA) certificate and number for prescribing controlled substances.
- ◆ Current cardiopulmonary resuscitation and automated external defibrillator (CPR/AED) certification as appropriate for the assigned duties.

***Note: In accordance with Executive Order 943, board certification is required for all physicians hired after September 1, 1988. A physician can be given clinical privileges pending initial certification, but must be board certified as soon as possible, but no later than two years after the date of hire. If a physician loses certification thereafter, then the physician may be allowed to continue to provide health care for up to one year while recertification is obtained. If the physician is not recertified within the one-year grace period, then the physician's clinical privileges in the Student Health Center may be suspended immediately.***

**Side Letter of Agreement  
Physician Classification Implementation  
Effective July 1, 2006**

This Memorandum of Understanding constitutes the entire agreement between the California State University (CSU) and the Union of American Physicians and Dentists (UAPD) relating to the implementation and impact of the updated Physician classification standard (class code 7737). This agreement satisfies meet and confer and all other bargaining obligations pursuant to HEERA and Article 12 of the parties Collective Bargaining Agreement on this issue. CSU provided copies of the new classification standard to UAPD as the basis for discussions between the parties pursuant to provision 12.7 of the Agreement.

In accordance with the foregoing the parties hereby agree as follows:

- The updated Physician classification will be implemented effective July 1, 2006.
- The new salary ranges is effective on July 1, 2006 and are provided in the attachment. These ranges will be further adjusted as a result of any General Salary Increase (GSI) negotiated for 2006/07 fiscal year.
- With the exception of a failure of a UAPD member to meet the board certification criteria established by Executive Order 943, the implementation of the updated classification standard will not result in any adverse impact to incumbent employees and will not impact any employee's employment status (probationary, permanent, temporary), or seniority points.
- An employee whose base salary is below the new salary range minimums will automatically be moved to the applicable salary range minimum for their classification.

/s/ P. A. Virella 6/22/06  
For CSU Date

/s/ Joe Bala 6/22/06  
For UAPD Date