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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
NEW HAMPSHIRE HOSPITAL

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Lori A. Weaver
Interim Commissioner

Ellen M. Lapointe
Chief Executive Officer

February 7, 2023

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 21-I:54, authorize the Department of Health & Human Services, NH Community Residence, (Philbrook Adult Transitional Housing Program (PATH)) to **RETROACTIVELY** extend one **FILLED** full-time temporary Nursing Coordinator, Position #8T3044, salary grade 27, effective September 30, 2022 upon Governor and Council approval through September 30, 2023. 87.6% General Funds, 12.4% Other Funds.

Funding is available in FY23 and anticipated to be available in FY24 upon the continued appropriation of funds in the future operating budget in account NH Community Residence as follows:

		<u>FY2023</u>	<u>FY2024</u>
05-95-94-940010-60960000-050-500109	Personal Service Temp Appoint	\$107,090	\$124,795
05-95-94-940010-60960000-060-500602	Benefits	\$ 57,715	\$ 67,257
	Total Salaries & Benefits	\$164,805	\$192,052

EXPLANATION

This request is **RETROACTIVE** because the position is currently filled and the need to extend the position was overlooked. The Nursing Coordinator, Position #8T3044, ended on September 30, 2022. This position is assigned to DHHS: Community Residence (Philbrook Adult Transitional Housing Program (PATH)). The position is still filled and necessary to provide direct care to clients and supervision to direct care staff at the PATH Program. Due to an administrative oversight error the need to extend the position was overlooked. Corrective actions have been instituted to minimize the reoccurrence of related errors.

The Nurse Coordinator position is a key leadership position at the PATH Program, accountable for providing support, guidance, and consultation to clinical staff 24 hours a day, seven days a week. The incumbent engages in inter- and intra-departmental collaboration to ensure continuity of patient care and consistent management practices. The Nurse Coordinator manages and role models the delivery of nursing care through the program-wide supervisory role and management of the program as the on-site "person-in-charge", in collaboration with the Executive-on-call.

Your favorable consideration of this request would be greatly appreciated.

Respectfully Submitted,

Lori A. Weaver
Interim Commissioner