

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

Sunnycrest Center
1717 Philo Road, Suite 24
Urbana, Illinois 61802-6099



Joanne Maitland
Merit Board Chair
Lewis T. (Tom) Morelock
Executive Director

TO: Designated Employer Representatives/Human Resources Directors
Classification Personnel
Testing Personnel

FROM: Gail E. Hankins
Operations Division

SUBJECT: Final Status Notice for the Infection Control Series
CCE-11-245

DATE: January 14, 2011

The State Universities Civil Service System continues to routinely revise and modify the classification plan. The overall objective is to provide an efficient and effective classification and examination system that meets the business requirements of each employer. The following modifications are therefore incorporated into the State Universities Civil Service System classification plan.

Classes currently used by: UIC, UI-CH

| <u>Current Classes</u> | <u>Action Proposed</u> | <u>Revised/New Classes</u> | <u>Prom. Line</u> | <u>Occ. Area</u> | <u>Work Area</u> | <u>Change-in-Title Policy</u> | <u>Effective Date</u> |
|--|------------------------|--|-------------------|---------------------|--------------------|-------------------------------|-----------------------|
| 4804 Infection Control Practitioner | REVISE | 4804 Infection Control Practitioner | 342 | 01/ Professional | 441/ Managerial | N/A | 3/1/11 |
| 4805 Infection Control Coordinator | REVISE | 4805 Infection Control Coordinator | 342 | 01/ Professional | 441/ Managerial | N/A | 3/1/11 |

Voiding/Deleting Registers

The registers for the Infection Control Practitioner and Infection Control Coordinator should be voided at the close of business on February 28, 2011. All testing materials related to these titles should be destroyed.

Class Specification and Examination Components/Instruments

The new class specifications and examining instruments (Credentials Assessment) for the Infection Control Practitioner and the Infection Control Coordinator will be effective (available per E-Test) March 1, 2011. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at www.sucss.state.il.us.

Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Gail Hankins at (217) 278-3150 Ext. 232 or at gailh@sucss.state.il.us.