

Voice/TDD (540) 373-3223 | Fax (540) 371-3753

NOTICE

To: Personnel Committee
Susan Gayle (Chair), Glenna Boerner, Claire Curcio, Sarah Ritchie, Greg Sokolowski, Carol Walker, Jacob Parcell, Ken Lapin, Melissa White

From: Joseph Wickens
Executive Director

Subject: Personnel Committee Meeting
August 8, 2023 12:30 PM
600 Jackson Street, Board Room 208, Fredericksburg, VA

Date: August 3, 2023

A Personnel Committee Meeting has been scheduled for Tuesday, August 8, 2023 at 12:30 PM. The meeting will be held at 600 Jackson Street, Board Room 208, Fredericksburg VA 22401.

We are looking forward to seeing you on August 8th at 12:30PM.

RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD

PERSONNEL COMMITTEE MEETING

*August 8, 2023 12:30 PM
600 Jackson Street, Room 208
Fredericksburg, VA 22401*

a g e n d a

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|------|--|------------|
| I. | SUMMARY – RETENTION REPORT – JUNE 2023 | CARRINGTON |
| II. | SUMMARY – RETENTION REPORT – JULY 2023 | CARRINGTON |
| III. | SUMMARY – JUNE AND JULY 2023 EEO REPORT AND
RECRUITMENT UPDATE | CARRINGTON |



MEMORANDUM

To: Joe Wickens, Executive Director

From: Terri Carrington, Director of Human Resources

Date: August 2, 2023

Re: Summary – Retention Report – **June 2023**

Human Resources processed a total of **twelve (12)** employee separations for the month of **June 2023**. Seven (7) of the separations were voluntary and five (5) were involuntary. Seven (7) of the employees were full-time, three (3) were part-time, and two (2) were PRN.

Reason of Separations

Medical	1
Nursing Internship	1
Personal reasons	1
Resigned without notice	2
Background	1
Cause	3
Work performance	1
Resigned – unknown	2
Total	12

Retention and Turnover Rates

According to the attached report, the Retention Rate for **June** was 97.73% and the turnover rate was 2.27%. Annualized turnover comparison is included.

RACSB RETENTION & TURNOVER REPORT

Jun-23

ORGANIZATIONAL UNIT	NUMBER OF TERMS	VOLUNTARY	INVOLUNTARY	EXPLANATION
Administrative		1	0	Resigned Cause
Unit Totals	2	1	1	
Clinical Services	0	1	0	Resigned with notice
	0	0	0	
Unit Totals	1	1	0	
Community Support Services	0	1	0	Personal
	0	1	0	Nursing internship
	0	1	0	Resigned without notice
	0	1	0	Medical
	0	1	0	Unknown
	0	0	3	For cause
	0	0	1	Background
	0	0	0	
Unit Totals	9	5	4	
Grand Totals for the Month	12	7	5	

Total Employees for the Month	532
Retention Rate	97.73%
Turnover Rate	2.27%

Total Separations	12
Part-time Separations	58.00%
Full-time Separations	42.00%



MEMORANDUM

To: Joe Wickens, Executive Director

From: Terri Carrington, Director of Human Resources

Date: August 2, 2023

Re: Summary – Retention Report – **July 2023**

Human Resources processed a total of **thirteen (13)** employee separations for the month of **July 2023**. Ten (10) of the separations were voluntary and three (3) were involuntary. Ten (10) of the employees were full-time and three (3) were part-time.

Reason of Separations

Background	2
For cause	1
Trauma History	1
Other employment	2
PRN request denied	1
Relocating/other employment	1
Family reasons	2
Retirement	1
Resigned – unknown	2
Total	13

Retention and Turnover Rates

According to the attached report, the Retention Rate for **July** was 97.93% and the turnover rate was 2.07%. Annualized turnover comparison is included.

RACSB RETENTION & TURNOVER REPORT
Jul-23

ORGANIZATIONAL UNIT	NUMBER OF TERMS	VOLUNTARY	INVOLUNTARY	EXPLANATION
Administrative				
		1	0	Retirement
		1	0	Other employment
Unit Totals	2	2	0	
Clinical Services				
		1	0	Resignation
Unit Totals	1	1	0	
Community Support Services				
		1	0	Other employment
		1	0	Relocating/other employment
		1	0	Resignation
		1	0	Past trauma hx - resigned
		1	0	PRN request denied
		1	0	Resigned immediately - family reasons
		1	0	Resigned immediately - family reasons
		0	1	Background
		0	1	Cause
		0	1	Background
Unit Totals	10	7	3	
Grand Totals for the Month	13	10	3	

Total Employees for the Month	530
Retention Rate	97.93%
Turnover Rate	2.07%

Total Separations	13
Part-time Separations	23.00%
Full-time Separations	77.00%

RACSB Turnover 2020

Employees	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2020 Year End
Average Total Positions	624	624	624	624	624	624	624	624	624	624	624	624	624
Monthly Terminations*	8	3	10	7	4	7	11	16	11	17	12	6	112
Turnover by Month YTD	1.28%	0.48%	1.60%	1.12%	0.64%	1.12%	1.76%	2.56%	1.76%	2.72%	1.92%	0.96%	17.95%
Cumulative Turnover YTD	0.16%	1.76%	3.37%	4.49%	5.13%	6.25%	8.01%	10.58%	12.34%	15.06%	16.99%	17.95%	17.95%
Average % Turnover per Month YTD	0.16%	0.88%	1.12%	1.12%	1.03%	1.04%	1.14%	1.32%	1.37%	1.51%	1.54%	1.50%	1.50%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

RACSB Turnover 2021

Employees	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021 Year End
Average Total Positions	601	601	601	601	601	601	601	601	601	601	601	601	601
Monthly Terminations*	10	4	6	13	13	13	13	6	13	11	11	15	128
Turnover by Month YTD	1.66%	0.67%	1.00%	2.16%	2.16%	2.16%	2.16%	1.00%	2.16%	1.83%	1.83%	2.50%	21.30%
Cumulative Turnover YTD	0.17%	2.33%	3.33%	5.49%	7.65%	9.81%	11.97%	12.97%	15.13%	16.96%	18.79%	21.29%	21.29%
Average % Turnover per Month YTD	0.17%	1.16%	1.11%	1.37%	1.53%	1.64%	1.71%	1.62%	1.68%	1.70%	1.71%	1.94%	1.94%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

RACSB Turnover 2022

Employees	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	2022 Year End
Average Total Positions	600	600	600	600	600	600	600	600	600	600	600	600	600
Average Number of PRN's	43	43	42	41	39	38	38	43	42	42	45	45	42
Monthly Terminations*	11	13	11	7	8	16	17	13	13	9	5	2	125
Turnover by Month YTD	1.83%	2.17%	1.83%	1.17%	1.33%	2.67%	2.83%	2.17%	2.17%	1.50%	0.83%	0.33%	20.83%
Cumulative Turnover YTD	0.17%	4.00%	5.83%	7.00%	8.33%	11.00%	13.83%	16.00%	18.17%	19.67%	20.50%	20.83%	20.83%
Average % Turnover per Month YTD	0.17%	2.00%	1.94%	1.75%	1.67%	1.83%	1.98%	2.00%	2.02%	2.19%	2.05%	1.89%	1.89%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

RACSB Turnover 2023

Employees	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	2023 Year End
Average Total Positions	600	600	600	600	600	600	600	600	600	600	600	600	600
Monthly Terminations*	11	9	12	6	12	12	13						75
Turnover by Month YTD	1.83%	1.50%	2.00%	1.20%	1.69%	2.27%	2.07%						12.56%
Cumulative Turnover YTD	0.17%	3.33%	5.33%	6.53%	8.22%	10.49%	12.56%	0.00%	0.00%	0.00%	0.00%	0.00%	46.65%
Average % Turnover per Month YTD	0.17%	1.67%	1.11%	1.78%	1.63%	2.06%	2.62%	0.00%	0.00%	0.00%	0.00%	0.00%	9.20%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers



Office of Human Resources
600 Jackson Street • Fredericksburg, VA 22401 • 540-373-3223
RappahannockAreaCSB.org

MEMORANDUM

To: Joe Wickens, Executive Director

From: Teresa McDonnel, Human Resources Coordinator

Date: August 2, 2023

Re: Summary – June and July 2023 EEO Report and Recruitment Update

RACSB received **110** applications through June 30, 2023. This is a **decrease of 4.35%** compared to the month of May 2023, and an **increase of 23.6%** when compared to the month of June 2022.

RACSB received **112** applications through July 31, 2023. This is an **increase of 1.8%** compared to the month of June 2023, and an **increase of 34.9%** when compared to the month of July 2022.

RACSB received **979** resumes and advertised **14** positions for **June 2023** and **1,919** resumes and advertised **32** positions for **July 2023** through Indeed.

Of the applications received in June 2023, 50 applicants listed the RACSB applicant website as their recruitment source, 38 stated employee referrals as their recruitment source, and 15 listed Indeed.com as their recruitment source.

Of the applications received in July 2023, 47 applicants listed the RACSB applicant website as their recruitment source, 39 stated employee referrals as their recruitment source, and 12 listed Indeed.com as their recruitment source.

According to the attached lists, there were **91** open positions in June 2023 and there are currently **99** open positions in July 2023. New positions account for **8** of the open positions.

A summary is attached indicating external applicants hired, internal applicants moved, and actual number of applicants applying for positions in the months of **June and July 2023**.

EEO Report 2023

<u>APPLICANT DATA</u>	<u>Jun-22</u>	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Jul-23</u>
Female	45	30	41	35	29	25	22	46	33	51	65	60	48	47
Male	11	9	11	12	4	2	8	5	27	6	11	23	8	7
Not Supplied	33	44	38	36	35	29	41	54	39	49	68	72	54	58
Total	89	83	90	83	68	56	71	105	99	106	144	155	110	112
<u>ETHNICITY</u>														
Caucasian	30	19	30	28	14	17	9	39	27	31	44	42	24	29
African American	24	17	18	19	16	7	19	18	26	25	32	37	24	23
Hispanic	3	4	5	2	5	1	2	8	7	7	3	3	5	6
Asian			1		1	2	1	1	3	2	1	1	3	
American Indian	1	1		1								1	1	
Native Hawaiian									2				2	
Two or More Races														
<u>RECRUITMENT SOURCE</u>														
Newspaper Ads					1		4	2	3		1	2	1	
RACSB Website	39	28	31	28	26	25	27	48	53	45	42	81	50	47
RACSB Intranet	7	3	6	6	2	1	2	2	7	4	5	11		6
Employee Referrals	30	29	30	27	23	19	22	37	26	35	48	32	38	39
Radio Ads			4			1					2	2		
Indeed.com	15	11	13	24	13	9	16	19	9	22	31	28	15	12
VA Employment Commission	2	2	1			2	4		2	2		1		
Monster.com														
Other -	4	5	2	2	2	2	2	1	6	1	4	5	3	3
Colleges/Handshake	1									1				
Facebook								1						
Multi Site Search	1	1	2	2						1	1	1	3	2
NHSC														
Linked In			1											
Goodwill referral														
Zip Recruiter				1	3	1		2	5	3	3	5	1	4
Job Fair	1			2		2	2	2	2	1	2	2	1	1
Total # of Applicants	77	59	72	64	57	42	60	75	62	83	115	110	80	89

Open Positions Report		6/30/2023					
Date Posted	Position No.		Position Title	Location	RU	Full-time/ Part-time	Leadership/ Other
5/27/2022	127-2022	ADMIN	Property Maintenance Technician	Fredericksburg		1000 FT	Other
4/26/2023	094-2023	ADMIN	Assistant IT Coordinator	Fredericksburg		1000 FT	Leadership
5/23/2023	106-2023	ADMIN	IT Data Analyst	Fredericksburg		1000 FT	Other
					3		
11/18/2022	298-2022	CLINICAL	MH/SA Outpatient Therapist	Caroline		2210 FT	Other
1/26/2021	350-2021	CLINICAL	SA Therapist, Women's Services	Fredericksburg		4260 FT	Other
3/24/2021	056-2021	CLINICAL	SA Therapist/Case Manager	Fredericksburg		4296 FT	Other
6/9/2021	123-2021	CLINICAL	Child/Adolescent ES Therapist	Fredericksburg		2070 FT	Other
7/23/2021	200-2021	CLINICAL	Therapist/Office On Youth	Fredericksburg		4200 PT/FT	Other
1/10/2022	003-2022	CLINICAL	Psychiatrist	Fredericksburg		FT	Other
7/20/2022	183-2022	CLINICAL	Emergency Services Therapist - Overnight	Fredericksburg	2000/4000	FT	Other
1/20/2023	004-2023	CLINICAL	Child/Adolescent ES Therapist	Fredericksburg		2070 FT	Other
2/24/2023	030-2023	CLINICAL	MH Therapist - Intakes	Fredericksburg		6430 FT	Other
3/9/2023	048-2023	CLINICAL	MH/Substance Abuse Therapist	Fredericksburg	2220/4200/6430	FT	Other
3/28/2023	076-2023	CLINICAL	Asst. Coordinator, Emergency Svcs - Comm Based	Fredericksburg	2000/4000	FT	Leadership
3/29/2023	080-2023	ADMIN	Office Associate II	Fredericksburg		1100 FT	Other
6/2/2023	114-2023	CLINICAL	Lead Therapist, Veterans & Families	Fredericksburg		2200 FT	Other
6/12/2023	117-2023	CLINICAL	Peer Recovery Specialist - OBOT	Fredericksburg		4261 FT	Other
7/29/2022	206-2022	CLINICAL	Therapist - Detention Based	RRJ		4290 FT	Other
5/16/2023	006-2023	CLINICAL	SA Peer Specialist	RRJ		4290 FT	Other
4/18/2023	090-2023	CLINICAL	MH/SA Therapist - Detention Based	RRJ		4290 FT	Other
4/18/2023	092-2023	CLINICAL	Therapist - Jail Diversion	RRJ		5970 FT	Other
12/1/2022	306-2022	CLINICAL	Substance Abuse Therapist (P&P)	RRJ Stafford		4200 FT	Other
9/21/2021	199-2021	CLINICAL	Family Support Peer	Spotsylvania		2500 PT	Other
4/15/2022	106-2022	CLINICAL	Child/Adolescent Therapist (Safe Harbour)	Spotsylvania		2400 FT	Other
6/2/2023	102-2023	CLINICAL	Child/Adolescent Therapist (Safe Harbour)	Spotsylvania		2400 FT	Other
1/28/2022	029-2022	CLINICAL	MH Therapist	Stafford		2250/6430 FT	Other
7/8/2022	269-2022	CLINICAL	Child/Adolescent MH Case Manager	Stafford		2500 FT	Other
8/22/2022	227-2022	CLINICAL	Child/Adolescent Therapist	Stafford		2200/6430 FT	Other
8/30/2022	240-2022	CLINICAL	Senior Child & Adolescent Case Manager	Stafford		2500 FT	Other
1/5/2023	325-2022	CLINICAL	MH/Substance Abuse Therapist	Stafford		2250/4250 FT	Other
4/10/2023	089-2023	CLINICAL	MH/Substance Abuse Therapist	Stafford		2250/4250 FT	Other
6/21/2023	122-2023	CLINICAL	Office Manager II	Stafford		1100 FT	Other
					29		
6/10/2022	148-2022	CSS	Nurse Manager - RN	Crisis Stabilization		2770 FT	Leadership
9/13/2022	253-2022	CSS	MH Nurse - RN/LPN	Crisis Stabilization		2770 FT	Other
12/1/2022	303-2022	CSS	Cook	Crisis Stabilization		2770 FT	Other
2/17/2023	034-2023	CSS	MH Residential Specialist	Crisis Stabilization		2770 FT	Other
3/3/2023	043-2023	CSS	Coordinator	Crisis Stabilization		2770 FT	Leadership
3/15/2023	058-2023	CSS	MH Residential Specialist	Crisis Stabilization		2770 FT	Other
6/22/2023	126-2023	CSS	Peer Recovery Specialist	Crisis Stabilization		2770 PT	Other
					7		
4/25/2023	143-2022	CSS	Mental Health Nurse, RN/LPN - ACT South	401 Bridgewater		2372 FT	Other
6/22/2023	124-2023	CSS	MH Residential Counselor II	Home Road		2778 FT	Other
1/30/2023	019-2023	CSS	MH Supv Apartment Asst. Mgr	Lafayette		2786 FT	Leadership
8/1/2022	309-2021	CSS	Speech/Language Pathologist	PEID		3910 FT	Other
4/3/2023	081-2023	CSS	Infant/Child Support Coordinator	PEID		3500 FT	Other
6/21/2023	120-2023	CSS	Developmental Service Support Coordinator	Caroline		3500 FT	Other
5/12/2023	097-2023	CSS	Peer Specialist	PSH		2760 FT	Other
					7		
6/2/2023	112-2023	CSS	Direct Support Professional - Day Support	RAAI CA		3651 PT	Other
5/12/2023	099-2023	CSS	RAAI Site Leader	RAAI KG		3653 FT	Leadership
6/24/2021	158-2021	CSS	Direct Support Professional - Day Support	RAAI KH		3652 PT	Other
6/24/2021	159-2021	CSS	Direct Support Professional - Day Support	RAAI KH		3652 PT	Other
2/6/2022	308-2022	CSS	Direct Support Professional - Day Support	RAAI KH		3652 PT	Other
2/9/2022	046-2022	CSS	Direct Support Professional - Day Support	RAAI KH		3652 PT	Other
6/2/2023	111-2023	CSS	Direct Support Professional - Day Support	RAAI KH		3652 FT	Other
7/11/2022	174-2022	CSS	Direct Support Professional - ICF Team	RAAI KH		3656 PT	Other
5/19/2023	103-2023	CSS	Direct Support Professional - ICF Team	RAAI KH		3656 PT	Other
5/19/2023	104-2023	CSS	Direct Support Professional - Day Support	RAAI SP		3654 FT	Other
5/19/2023	101-2023	CSS	Direct Support Professional - Day Support	RAAI ST		3655 PT	Other
5/30/2023	007-2023	CSS	Direct Support Professional - Day Support	RAAI ST		3655 FT	Other
					12		
11/9/2020	196-2020	CSS	ICF Nurse - LPN	ICF Lucas		3793 FT	Other
1/30/2023	018-2023	CSS	ICF Nurse - LPN	ICF Lucas		3793 FT	Other
2/17/2023	029-2023	CSS	Assistant Group Home Manager	ICF Lucas		3793 FT	Leadership
6/21/2023	118-2023	CSS	Direct Support Professional - ICF	ICF Lucas		3793 PT	Other
2/1/2023	021-2023	CSS	Intermediate Care Facility Manager	ICF Ross		3792 FT	Leadership
3/10/2023	053-2023	CSS	Direct Support Professional - ICF	ICF Ross		3792 PT	Other
4/10/2023	088-2023	CSS	Direct Support Professional - ICF	ICF Ross		3792 FT	Other
7/27/2020	115-2020	CSS	ICF Nurse - LPN	Wolfe Street ICF		3771 FT	Other
12/8/2020	218-2020	CSS	ICF Nurse - LPN	Wolfe Street ICF		3771 FT or PT	Other

Date Posted	Position No.		Position Title	Location	RU	Full-time/ Part-time	Leadership/ Other
5/4/2021	089-2021	CSS	ICF Nurse - LPN	Wolfe Street ICF		3771 FT	Other
4/10/2023	087-2023	CSS	Intermediate Care Facility Manager	Wolfe Street ICF		3771 FT	Leadership
					11		
3/15/2023	055-2023	CSS	Direct Support Professional - Residential	Belmont SAP		3781 FT	Other
2/10/2023	025-2023	CSS	Direct Support Professional - Residential	Churchill		3791 PT	Other
6/22/2023	123-2023	CSS	Direct Support Professional - Residential	Devon		3774 FT	Other
6/23/2022	178-2021	CSS	Direct Support Professional - Residential	Galveston Rd		3790 PT	Other
6/3/2022	078-2022	CSS	Direct Support Professional - Residential	Igo Rd		3777 PT	Other
4/18/2023	153-2022	CSS	Direct Support Professional - Residential	Igo Rd		3777 PT	Other
8/30/2022	244-2022	CSS	Direct Support Professional - Residential	Leeland Road		3772 PT	Other
10/13/2022	275-2022	CSS	Direct Support Professional - Residential	Leeland Road		3772 PT	Other
2/24/2023	039-2023	CSS	Assistant Group Home Manager	Leeland Road		3772 FT	Leadership
6/12/2023	115-2023	CSS	Direct Support Professional - Residential	Merchants Square SAP		3784 FT	Other
9/29/2022	271-2022	CSS	Direct Support Professional - Residential	Myers Drive Respite		3794 PT	Other
9/29/2022	274-2022	CSS	Direct Support Professional - Residential	Myers Drive Respite		3794 PT	Other
9/30/2022	270-2022	CSS	Direct Support Professional - Residential	Myers Drive Respite		3794 FT	Other
1/20/2023	324-2022	CSS	Direct Support Professional - Residential	New Hope		3778 PT	Other
2/10/2023	026-2023	CSS	Direct Support Professional - Residential	Piedmont		3776 PT	Other
3/15/2023	062-2023	CSS	Assistant Group Home Manager	Piedmont		3776 FT	Leadership
2/18/2022	056-2022	CSS	Direct Support Professional - Residential	Ruffins Pond		3775 PT	Other
1/26/2022	026-2022	CSS	Direct Support Professional - Residential	Scottsdale Estates		3779 PT	Other
1/13/2023	008-2023	CSS	Direct Support Professional - Residential	Scottsdale Estates		3779 FT	Other
7/18/2022	187-2022	CSS	Direct Support Professional - Residential	Stonewall Estates		3773 PT	Other
7/18/2022	188-2022	CSS	Direct Support Professional - Residential	Stonewall Estates		3773 PT	Other
6/22/2023	127-2023	CSS	Direct Support Professional - Residential	Stonewall Estates		3773 FT	Other
					22		
Positions on Hold							
8/18/2020	127-2020	CLINICAL	Drug Court Surveillance Officer	Fredericksburg		4200 PT	Other
9/15/2022	260-2022	CSS	Nurse Manager II	ID/DD		Split FT	Leadership
9/25/2019	189-2019	CLINICAL	Psychologist II	Stafford		2250 FT	Other
Total Open Positions:					91		

Open Positions Report		7/31/2023						
Date Posted	Position No.		Position Title	Location	RU		Full-time/ Part-time	Leadership/ Other
5/27/2022	127-2022	ADMIN	Property Maintenance Technician	Fredericksburg			1000 FT	Other
4/26/2023	094-2023	ADMIN	Assistant IT Coordinator	Fredericksburg			1000 FT	Leadership
7/27/2023	146-2023	ADMIN	Accounting Specialist	Fredericksburg			1000 FT	Other
7/28/2023	151-2023	ADMIN	Landscape Technician I	Fredericksburg			1100 FT	Other
					4			
11/18/2022	298-2022	CLINICAL	MH/SA Outpatient Therapist	Caroline			2210 FT	Other
1/26/2021	350-2021	CLINICAL	SA Therapist, Women's Services	Fredericksburg			4260 FT	Other
3/24/2021	056-2021	CLINICAL	SA Therapist/Case Manager	Fredericksburg			4296 FT	Other
7/23/2021	200-2021	CLINICAL	Therapist/Office On Youth	Fredericksburg			4200 PT/FT	Other
1/10/2022	003-2022	CLINICAL	Psychiatrist	Fredericksburg			2201 FT	Other
7/20/2022	183-2022	CLINICAL	Emergency Services Therapist - Overnight	Fredericksburg			2000/4000 FT	Other
1/20/2023	004-2023	CLINICAL	Child/Adolescent ES Therapist	Fredericksburg			2070 FT	Other
2/24/2023	030-2023	CLINICAL	MH Therapist - Intakes	Fredericksburg			6430 FT	Other
3/9/2023	048-2023	CLINICAL	MH/Substance Abuse Therapist	Fredericksburg			2200/4200/6430 FT	Other
3/28/2023	076-2023	CLINICAL	Asst. Coordinator, Emergency Svcs - Comm Based	Fredericksburg			2000/4000 FT	Leadership
3/29/2023	080-2023	ADMIN	Office Associate II	Fredericksburg			1100 FT	Other
6/2/2023	114-2023	CLINICAL	Lead Therapist, Veterans & Families	Fredericksburg			2200 FT	Other
6/12/2023	117-2023	CLINICAL	Peer Recovery Specialist - OBOT	Fredericksburg			4261 FT	Other
7/13/2023	138-2023	CLINICAL	Emergency Services Coordinator	Fredericksburg			2000/4000 FT	Leadership
7/19/2023	143-2023	ADMIN	Office Associate II	Fredericksburg			1100 FT	Other
12/1/2022	306-2022	CLINICAL	Substance Abuse Therapist (P&P)	RRJ			4200 FT	Other
7/7/2023	133-2023	CLINICAL	Therapist, SA (Jail Based)	RRJ			4200 FT	Other
7/29/2022	206-2022	CLINICAL	Therapist - Detention Based	RRJ			4290 FT	Other
4/18/2023	090-2023	CLINICAL	MH/SA Therapist - Detention Based	RRJ			4290 FT	Other
4/18/2023	092-2023	CLINICAL	Therapist - Jail Diversion	RRJ			5970 FT	Other
5/16/2023	006-2023	CLINICAL	SA Peer Specialist	RRJ			4290 FT	Other
7/27/2023	147-2023	CLINICAL	Therapist, MH (Jail Based)	RRJ			2200/4200/6430 FT	Other
9/21/2021	199-2021	CLINICAL	Family Support Peer	Spotsylvania			2500 PT	Other
4/15/2022	106-2022	CLINICAL	Child/Adolescent Therapist (Safe Harbour)	Spotsylvania			2400 FT	Other
6/2/2023	102-2023	CLINICAL	Child/Adolescent Therapist (Safe Harbour)	Spotsylvania			2400 FT	Other
1/28/2022	029-2022	CLINICAL	MH Therapist	Stafford			2250/6430 FT	Other
7/8/2022	269-2022	CLINICAL	Child/Adolescent MH Case Manager	Stafford			2500 FT	Other
8/22/2022	227-2022	CLINICAL	Child/Adolescent Therapist	Stafford			2200/6430 FT	Other
8/30/2022	240-2022	CLINICAL	Senior Child & Adolescent Case Manager	Stafford			2500 FT	Other
1/5/2023	325-2022	CLINICAL	MH/Substance Abuse Therapist	Stafford			2250/4250 FT	Other
4/10/2023	089-2023	CLINICAL	MH/Substance Abuse Therapist	Stafford			2250/4250 FT	Other
					31			
6/10/2022	148-2022	CSS	Nurse Manager - RN	Crisis Stabilization			2770 FT	Leadership
9/13/2022	253-2022	CSS	MH Nurse - RN/LPN	Crisis Stabilization			2770 FT	Other
12/1/2022	303-2022	CSS	Cook	Crisis Stabilization			2770 FT	Other
2/17/2023	034-2023	CSS	MH Residential Specialist	Crisis Stabilization			2770 FT	Other
3/3/2023	043-2023	CSS	Coordinator	Crisis Stabilization			2770 FT	Leadership
6/22/2023	126-2023	CSS	Peer Recovery Specialist	Crisis Stabilization			2770 PT	Other
7/11/2023	139-2023	CSS	MH Residential Specialist	Crisis Stabilization			2770 FT	Other
7/14/2023	140-2023	CSS	Peer Recovery Specialist	Crisis Stabilization			2770 PT	Other
					8			
4/25/2023	143-2022	CSS	Mental Health Nurse, RN/LPN - ACT South	401 Bridgewater			2372 FT	Other
6/22/2023	124-2023	CSS	MH Residential Counselor II	Home Road			2778 FT	Other
1/30/2023	019-2023	CSS	MH Supv Apartment Asst. Mgr	Lafayette			2786 FT	Leadership
7/27/2023	144-2023	CSS	MH Residential Counselor I	Lafayette			2786 PT	Other
8/1/2022	309-2021	CSS	Speech/Language Pathologist	PEID			3910 FT	Other
4/3/2023	081-2023	CSS	Infant/Child Support Coordinator	PEID			3500 FT	Other
7/5/2023	135-2023	CSS	Early Childhood Special Educator	PEID			3910 FT	Other
6/21/2023	120-2023	CSS	Developmental Service Support Coordinator	Caroline			3500 FT	Other
7/11/2023	136-2023	CSS	Developmental Service Support Coordinator	Stafford			3500 FT	Other
5/12/2023	097-2023	CSS	Peer Specialist	PSH			2760 FT	Other
					10			
6/2/2023	112-2023	CSS	Direct Support Professional - Day Support	RAAI CA			3651 PT	Other
7/3/2023	132-2023	CSS	Direct Support Professional - Day Support	RAAI CA			3651 FT	Other
7/28/2023	150-2023	CSS	Assistant Site Leader	RAAI CA/KG			3651/3653 FT	Leadership
7/27/2023	142-2023	CSS	Direct Support Professional - Day Support	RAAI KG			3653 FT	Other
2/9/2022	046-2022	CSS	Direct Support Professional - Day Support	RAAI KH			3652 PT	Other
7/17/2023	196-2021	CSS	Direct Support Professional - Day Support	RAAI KH			3652 PT	Other
7/28/2023	148-2023	CSS	Direct Support Professional - Day Support	RAAI KH			3652 FT	Other
7/11/2022	174-2022	CSS	Direct Support Professional - ICF Team	RAAI KH			3656 PT	Other
5/19/2023	103-2023	CSS	Direct Support Professional - ICF Team	RAAI KH			3656 PT	Other
5/19/2023	101-2023	CSS	Direct Support Professional - Day Support	RAAI ST			3655 PT	Other
5/30/2023	007-2023	CSS	Direct Support Professional - Day Support	RAAI ST			3655 FT	Other
7/3/2023	131-2023	CSS	Direct Support Professional - Day Support	RAAI ST			3655 PT	Other
7/27/2023	145-2023	CSS	Direct Support Professional - Day Support	RAAI ST			3655 PT	Other
					13			
11/9/2020	196-2020	CSS	ICF Nurse - LPN	ICF Lucas			3793 FT	Other
1/30/2023	018-2023	CSS	ICF Nurse - LPN	ICF Lucas			3793 FT	Other
6/21/2023	118-2023	CSS	Direct Support Professional - ICF	ICF Lucas			3793 PT	Other
2/1/2023	021-2023	CSS	Intermediate Care Facility Manager	ICF Ross			3792 FT	Leadership
3/10/2023	053-2023	CSS	Direct Support Professional - ICF	ICF Ross			3792 PT	Other
4/10/2023	088-2023	CSS	Direct Support Professional - ICF	ICF Ross			3792 FT	Other
7/11/2023	137-2023	CSS	Direct Support Professional - Day Support	ICF Ross			3792 FT	Other
7/27/2020	115-2020	CSS	ICF Nurse - LPN	Wolfe Street ICF			3771 FT	Other
12/8/2020	218-2020	CSS	ICF Nurse - LPN	Wolfe Street ICF			3771 FT or PT	Other
5/4/2021	089-2021	CSS	ICF Nurse - LPN	Wolfe Street ICF			3771 FT	Other
4/10/2023	087-2023	CSS	Intermediate Care Facility Manager	Wolfe Street ICF			3771 FT	Leadership

Date Posted	Position No.		Position Title	Location	RU	Full-time/ Part-time	Leadership/ Other
					11		
3/15/2023	055-2023	CSS	Direct Support Professional - Residential	Belmont SAP		3781 FT	Other
2/10/2023	025-2023	CSS	Direct Support Professional - Residential	Churchill		3791 PT	Other
7/3/2023	130-2023	CSS	Direct Support Professional - Residential	Churchill		3791 FT	Leadership
6/23/2022	178-2021	CSS	Direct Support Professional - Residential	Galveston Rd		3790 PT	Other
7/3/2023	134-2023	CSS	Group Home Manager	Galveston Rd		3790 FT	Leadership
7/17/2023	109-2023	CSS	Assistant Group Home Manager	Galveston Rd		3790 FT	Leadership
6/3/2022	078-2022	CSS	Direct Support Professional - Residential	Igo Rd		3777 PT	Other
4/18/2023	153-2022	CSS	Direct Support Professional - Residential	Igo Rd		3777 PT	Other
8/30/2022	244-2022	CSS	Direct Support Professional - Residential	Leeland Road		3772 PT	Other
10/13/2022	275-2022	CSS	Direct Support Professional - Residential	Leeland Road		3772 PT	Other
2/24/2023	039-2023	CSS	Assistant Group Home Manager	Leeland Road		3772 FT	Leadership
6/12/2023	115-2023	CSS	Direct Support Professional - Residential	Merchants Square SAP		3784 FT	Other
9/29/2022	271-2022	CSS	Direct Support Professional - Residential	Myers Drive Respite		3794 PT	Other
9/29/2022	274-2022	CSS	Direct Support Professional - Residential	Myers Drive Respite		3794 PT	Other
9/30/2022	270-2022	CSS	Direct Support Professional - Residential	Myers Drive Respite		3794 FT	Other
1/20/2023	324-2022	CSS	Direct Support Professional - Residential	New Hope		3778 PT	Other
3/15/2023	062-2023	CSS	Assistant Group Home Manager	Piedmont		3776 FT	Leadership
2/18/2022	056-2022	CSS	Direct Support Professional - Residential	Ruffins Pond		3775 PT	Other
1/26/2022	026-2022	CSS	Direct Support Professional - Residential	Scottsdale Estates		3779 PT	Other
7/18/2022	187-2022	CSS	Direct Support Professional - Residential	Stonewall Estates		3773 PT	Other
7/18/2022	188-2022	CSS	Direct Support Professional - Residential	Stonewall Estates		3773 PT	Other
6/22/2023	127-2023	CSS	Direct Support Professional - Residential	Stonewall Estates		3773 FT	Other
					22		
Positions on Hold							
8/18/2020	127-2020	CLINICAL	Drug Court Surveillance Officer	Fredericksburg		4200 PT	Other
9/15/2022	260-2022	CSS	Nurse Manager II	ID/DD		Split FT	Leadership
9/25/2019	189-2019	CLINICAL	Psychologist II	Stafford		2250 FT	Other

RECRUITMENT REPORT 2023

MONTHLY RECRUITMENT	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL YTD
External Applicants Hired:													
Part-time	7	5	3	4	6	3	11						28
Full-time	6	10	13	13	19	8	11						80
Sub Total External Applicants Hired	13	15	16	17	25	11	11	0	0	0	0	0	108
Internal Applicants Moved:													
Full-time to PRN As Needed	4	3	3	1									10
Full-time to Part-time		1											2
Part-time to PRN As Needed													0
Part-time to Full-time							1						1
PRN As Needed to Part-time		1											1
Lateral Transfer			1	4	5	2							12
Non-lateral Change in Position				1			3						4
Promotion	1	1	7	3	6	2	1						21
Temporary to Regular													0
PRN As Needed to Full-Time				1			1						2
Temporary Promotion					1	1							2
Intern to Full-time	1												1
Sub Total Internal Applicant Moves	6	7	10	10	12	5	6	0	0	0	0	0	56
Total Positions Filled:	19	22	26	27	37	16	17	0	0	0	0	0	164
Total Applications Received:													
Actual Total of Applicants:	75	62	83	115	110	80	89						137
Total External Offers Made:	20	15	18	26	29	11	11						35
Total Internal Offers Made:	9	7	18	4	13	5	6						16