

**Salary Plan
For
January 4 – March 2018**

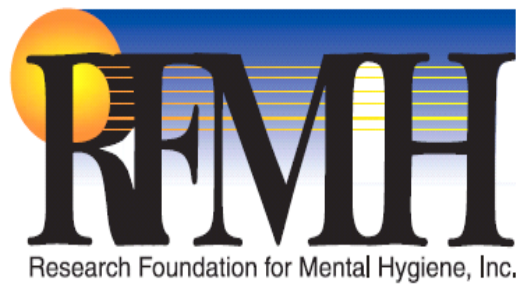


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1. Introduction

The Salary Plan provides Principal Investigators, Project Directors and Managers with essential information pertaining to employee salary which can be used for budgeting sponsoring programs as well as administering personnel transactions.

The Salary Plan contains the current Salary Schedule in effect at the time this document was updated. Salary schedules are provided to Principal Investigators and Project Directors unless they specifically designate an individual to receive a copy.

Any questions regarding the contents of this document should be directed to the Central Human Resource Office.

2. Factors Affecting Salaries

Funding for projects may be limited due to salary caps, sponsor restrictions and availability of funds. Therefore, salaries paid on specific projects and any salary increases are contingent upon the availability of funds as well as the specific grant or contract terms and conditions.

3. Salary Administration

Salaries paid to Research Foundation employees must conform to the most recent Salary Schedule as approved by the Board of Directors. All positions must have a written job description and be assigned a specific Salary Grade that will be used as a basis for salary, position evaluation and reclassifications. The Salary Grade for positions shall be commensurate with experience, qualifications and job duties. Each salary grade has a Hiring Rate, Job Rate and a Maximum Performance Advancement Award.

The Hiring Rate is the starting salary for the Salary Grade assigned to the position. Newly hired employees whose relevant qualifications substantially exceed the minimum required for a position may be appointed above the Hiring Rate, but shall never exceed the Job Rate for the grade. For an appointment above the Hiring Rate Human Resource records shall include:

- a) A current resume or work history detailing the candidate's training and experience,
- b) A statement of the candidate's most recent salary before Research Foundation appointment; and
- c) A summary statement justifying the appointment above the hiring rate that highlights the candidate's exceptional qualifications in relation to the duties of the position.

All of the above information should be provided to Human Resources for approval prior to an official offer of employment is made to the candidate.

At the time this document was updated there were no approved future Cost of Living Adjustments. In developing budgets for all grant applications and contracts please continue

to use a Fringe Benefit Rate of 33% for the fiscal year beginning April 1, 2017 and all years thereafter and a 3% Cost of Living Adjustment effective April 1, 2016 and each April 1 thereafter on all salaries and wages.

The Salary Schedule included with this Plan details the specific Hiring Rate, Job Rate and Maximum Performance Advance Award for each grade. Additional Salary Schedules will be distributed as they are approved by the Board of Directors.

4. Salary Adjustments

The Research Foundation's Board of Directors must approve both discretionary and non-discretionary adjustments to employee salaries. Non-discretionary adjustments (Cost of Living Adjustments, Location Pay, Overtime Pay and Differential Pay) must be given to all employees who meet the eligibility requirements. Discretionary adjustments (Performance Advancements, Longevity Awards and Promotions) are given at the discretion of the Principal Investigator or Project Director and are based on satisfactory job performance. Discretionary requests should be accompanied by a completed Employee Performance Development & Evaluation Form and for promotions a Promotion Request Worksheet which can be found on our website at

http://corporate.rfmh.org/human_resources/index.asp?page=forms.

Below you will find a brief definition of each of the salary adjustment types along with eligibility requirements.

Location Pay

Location pay is a designated dollar amount added to the base annual salary of an employee who works in a full-time salaried position in NYC and designated downstate areas. The Location Pay is provided to all employees who work in the five counties of New York City and the counties of Nassau, Suffolk, Rockland, and Westchester.

The amount of location pay is approved by the Board of Directors and can be found on current Salary Schedules; and

Cost of Living adjustments are applied to the employee's actual base annual salary, not including the Location Pay.

Overtime Pay

The US Fair Labor Standard Act (FLSA) requires that we pay all employees classified as non-exempt overtime pay at a rate of one and one half times their regular pay rate for all hours worked over 40 in any workweek. Titles classified as non-exempt are generally those Grade 14 and lower and are identified in Section 7 of this Plan.

Geographic Differential Pay

Due to the difficulty recruiting and retaining Nurses in the downstate area, the Board of Directors has approved Geographic Differential Pay similar to that allowed by Section 130.7 of the New York State Civil Service Law. The purpose of Geographic Pay Differentials is to assist Research Institutes with the recruitment and retention of competent

Nursing staff needed to carry out their operations.

The currently approved Geographic Differential Pay is \$12,871 for full-time employees. This amount is pro-rated based on percentage of full-time effort.

Cost of Living adjustments are applied to the employee's base annual salary, not including the Differential Pay.

Cost of Living Adjustments (COLAS)

A Cost of Living Adjustment is a percentage increase to an employee's base annual salary and to the Hiring and Job Rate for each Salary Grade. COLAS are given at discretion of the Board of Directors and once approved must be given to all active salaried employees on the payroll as of the effective date. The rates for employees serving in hourly positions are not subject to COLAS. Any adjustment to hourly rates must be requested in writing by the Principal Investigator or Project Director.

Performance Advance Award

Employees whose salary has not yet reached the Job Rate for their Salary Grade are eligible for an annual Performance Advancement Award. Performance Advance Awards are intended to reward those employees demonstrating a minimum of satisfactory job performance.

Performance Advancements:

- Are permitted once per fiscal year providing the employee has been at their current Salary Grade level for at least six months,
- May be given in any amount up to the Maximum Performance Advance Award noted on the current Salary Schedule as long as the amount will not raise the employee's salary above the job rate for their grade.

Since these salary adjustments are based on the employee's performance, a written evaluation documenting performance that justifies the advancement should accompany any request.

Longevity Awards

A Longevity Award is a lump sum payment that may be given to an employee who has demonstrated a minimum of satisfactory job performance and has been at the Job Rate for their grade for a period of five full years as of March 31st of the previous fiscal year.

Longevity Awards are allowed once per fiscal year in the amount of \$1,250 and may be given at any time during the fiscal year.

Since this salary adjustment is based on the employee performance, a written evaluation documenting performance that justifies the advancement should accompany any request.

Promotion

A promotion is an increase to an employee's Salary Grade based on the reclassification of the position or accepting a new position. An employee approved for promotion will receive the Hiring Rate for the new Salary Grade or a percentage increase based on their current base annual salary. The percentage increase is 1.5 percent for the promotion plus an

additional 1.5 percent for each Salary Grade advanced.

All promotion requests *must* be accompanied by Employee Performance Development & Evaluation Form a Promotion Request Worksheet.

5. Series Title vs. Business Card Titles

When an individual is appointed to the Foundation's payroll they will be assigned a Series Title and a Business Card Title. A Series Title is a generic title that is used for classifying an individual within a Series as well as within the Exempt or Non-Exempt categories. A Business Card Title is a specific title within a series that more specifically describes an individual's position and job duties. For example, Payroll Clerk would be an individual's Business Card Title within our Administrative Support Assistant Series Titles.

The broad Series Titles are used to appoint an individual to our payroll while the Business Card Title is placed in the employee's Personnel File along with a job description to indicate the employee's specific duties.

Both Series and Business Card Titles are used for employment verification and/or governmental reporting. For example, each year our Central Office compiles data for the U.S. Equal Employment Opportunity Commission (EEOC) documenting how many employees we have within certain classes, their nationality and job category. Series Titles are utilized when providing information to our Workers' Compensation Insurance carrier. This information determines the cost to the Research Foundation of providing insurance for our employees.

Correctly classifying an individual, not only in the appropriate Series Title but also with an accurate Business Card Title, is extremely important. If you need assistance in determining an employee's Series or Business Card Title you should consult your Human Resource Office.

Section 7 of this document contains a listing of our Titles by non-exempt (*generally employees employed at a grade level less than 14*), and exempt (*generally those employed at or above a grade 15*) categories. This listing should be utilized when appointing an individual to our payroll or when processing any Personnel changes affecting an employee's title. Each Series Title is listed with its valid grade levels and appropriate Business Card Titles.

6. Salary Schedules

On the following pages are the Salary Schedules in effect at the time this document was revised. As the Salary Schedules are revised, the Central Office will provide the Institute Human Resource Offices with updated Salary Schedules to amend this document and to distribute to appropriate Personnel and Principal Investigators.

Downstate salary schedule - are for those employees working in a location entitling them to location pay.

Upstate salary schedule - are for those employees working at a downstate work location where the employees ***are not*** entitled to location pay.

Note: Due to changes in the FISA regulations, grade 15 is not available for upstate employees.

Any deviation from the salary schedule or salary adjustments must be requested in writing and approved by the Board of Directors in advance.

RFMH SALARY SCHEDULE			
Upstate			
EFFECTIVE January 4, 2018			
GRADE	HIRING RATE	JOB RATE	MAXIMUM ADVANCE AMOUNT
1	\$ 22,401	\$ 29,192	\$ 1,698
2	\$ 23,250	\$ 30,368	\$ 1,779
3	\$ 24,389	\$ 31,851	\$ 1,865
4	\$ 25,484	\$ 33,334	\$ 1,963
5	\$ 26,690	\$ 34,922	\$ 2,058
6	\$ 28,121	\$ 36,764	\$ 2,161
7	\$ 29,697	\$ 38,754	\$ 2,264
8	\$ 31,334	\$ 40,803	\$ 2,367
9	\$ 33,080	\$ 42,997	\$ 2,479
10	\$ 34,956	\$ 45,387	\$ 2,608
11	\$ 36,960	\$ 47,956	\$ 2,749
12	\$ 39,032	\$ 50,497	\$ 2,866
13	\$ 41,304	\$ 53,370	\$ 3,016
14	\$ 43,677	\$ 56,302	\$ 3,156
15	Not Available		
16	\$ 49,375	\$ 62,641	\$ 3,317
17	\$ 51,473	\$ 66,169	\$ 3,674
18	\$ 54,390	\$ 69,841	\$ 3,863
19	\$ 57,338	\$ 73,533	\$ 4,049
20	\$ 60,273	\$ 77,214	\$ 4,235
21	\$ 63,469	\$ 81,267	\$ 4,450
22	\$ 66,875	\$ 85,511	\$ 4,659
23	\$ 70,419	\$ 89,945	\$ 4,882
24	\$ 74,169	\$ 94,548	\$ 5,095
25	\$ 78,261	\$ 99,605	\$ 5,336
26	\$ 82,383	\$ 102,543	\$ 5,040
27	\$ 86,844	\$ 108,010	\$ 5,292
28	\$ 91,416	\$ 113,376	\$ 5,490
29	\$ 96,208	\$ 118,983	\$ 5,694
30	\$ 101,235	\$ 124,824	\$ 5,897
31	\$ 106,630	\$ 131,078	\$ 6,112
32	\$ 112,299	\$ 137,555	\$ 6,314
33	\$ 118,409	\$ 144,484	\$ 6,519
34	\$ 124,717	\$ 151,681	\$ 6,741
35	\$ 131,181	\$ 159,004	\$ 6,956
36	\$ 137,775	\$ 166,536	\$ 7,190
37	\$ 145,004	\$ 174,659	\$ 7,414
38	\$ 135,283		

RFMH SALARY SCHEDULE			
Downstate			
EFFECTIVE January 4, 2018			
Salary Includes Location Pay of \$3,026			
GRADE	HIRING RATE	JOB RATE	MAXIMUM ADVANCE AMOUNT
1	\$ 25,427	\$ 32,218	\$ 1,698
2	\$ 26,276	\$ 33,394	\$ 1,779
3	\$ 27,415	\$ 34,877	\$ 1,865
4	\$ 28,510	\$ 36,360	\$ 1,963
5	\$ 29,716	\$ 37,948	\$ 2,058
6	\$ 31,147	\$ 39,790	\$ 2,161
7	\$ 32,723	\$ 41,780	\$ 2,264
8	\$ 34,360	\$ 43,829	\$ 2,367
9	\$ 36,106	\$ 46,023	\$ 2,479
10	\$ 37,982	\$ 48,413	\$ 2,608
11	\$ 39,986	\$ 50,982	\$ 2,749
12	\$ 42,058	\$ 53,523	\$ 2,866
13	\$ 44,330	\$ 56,396	\$ 3,016
14	\$ 46,703	\$ 59,328	\$ 3,156
15	\$ 47,476	\$ 60,152	\$ 3,169
16	\$ 52,401	\$ 65,667	\$ 3,317
17	\$ 54,499	\$ 69,195	\$ 3,674
18	\$ 57,416	\$ 72,867	\$ 3,863
19	\$ 60,364	\$ 76,559	\$ 4,049
20	\$ 63,299	\$ 80,240	\$ 4,235
21	\$ 66,495	\$ 84,293	\$ 4,450
22	\$ 69,901	\$ 88,537	\$ 4,659
23	\$ 73,445	\$ 92,971	\$ 4,882
24	\$ 77,195	\$ 97,574	\$ 5,095
25	\$ 81,287	\$ 102,631	\$ 5,336
26	\$ 85,409	\$ 105,569	\$ 5,040
27	\$ 89,870	\$ 111,036	\$ 5,292
28	\$ 94,442	\$ 116,402	\$ 5,490
29	\$ 99,234	\$ 122,009	\$ 5,694
30	\$ 104,261	\$ 127,850	\$ 5,897
31	\$ 109,656	\$ 134,104	\$ 6,112
32	\$ 115,325	\$ 140,581	\$ 6,314
33	\$ 121,435	\$ 147,510	\$ 6,519
34	\$ 127,743	\$ 154,707	\$ 6,741
35	\$ 134,207	\$ 162,030	\$ 6,956
36	\$ 140,801	\$ 169,562	\$ 7,190
37	\$ 148,030	\$ 177,685	\$ 7,414
38	\$ 138,309		

<p>Research Foundation for Mental Hygiene, Inc. Research Foundation Research Scientist Salary Scale Effective January 4, 2018</p>
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RFMH Job Title	Grade	Hiring Rate	Job Rate	Max Performance Award
Research Scientist I	18	54,390	106,049	4,018
Research Scientist II	22	66,875	106,049	4,553
Research Scientist III	25	78,261	106,049	5,089
Research Scientist IV	27	106,630	149,968	5,932
Research Scientist V	31	106,630	187,000	6,427
Research Scientist VI/Psychiatrist I	35	131,181		6,963 *
Research Scientist VII/Psychiatrist II	38	135,283		8,034 *
Research Scientist VIII/Psychiatrist III	38	135,283		8,034 *

***May not exceed NIH Max salary (currently \$187,000) except for exceptional cases**

In addition, any other adjustments to salaries in the future that do not conform to our existing Salary Plan and Scale must also be accompanied by a written justification that is approved by the Institute Director or their designee.

Exceeding the NIH Salary Cap

This salary scale would allow Foundation employees to exceed the NIH Salary Cap in rare and exceptional cases where the employee has unrestricted non-sponsored funding that will sustain the salary and the cost sharing for the foreseeable future.

7. Title Code Listing

NON-EXEMPT TITLES

Administrative Staff (Facilities and Administrative Staff)

Administrative Support Assistant, Level I

Non-Exempt
Grade Range 1-6

Administrative Support Assistant, Level II

Non-Exempt
Grade Range 7-10

Administrative Support Assistant, Level III

Non-Exempt
Grade Range 11-15

Business Card Title

Clerical Aide
Library Assistant

Business Card Title

Accounts Payable Assistant
Administrative Assistant/Support Staff
Benefits Specialist
Grants Clerk / Assistant
Personnel/Payroll Administrator
Telephone Interviewer

Business Card Title

Accounts Payable Assistant
Administrative Aide / Assistant
Animal Procurement/Admin Support
Assistant to the Director
Contracts/Grants Specialist
Facilities Operations Clerk
Grants Assistant
Personnel Administrator
Photographer
Principal Clerk 1
Secretary I
Receptionist/Secretary

Facilities Staff (Facilities and Administrative Staff)

Facilities Support Assistant, Level I

Non-Exempt
Grade Range 1-6

Facilities Support Assistant, Level II

Non-Exempt
Grade Range 7-15

Business Card Title

Cleaner
Food Service Worker
Grounds Worker
Lab Animal Caretaker
Maintenance Assistant
Stores Clerk/ Stores Clerk I

Business Card Title

Cook
Facilities Assistant / I / II
Food Service Worker
General Mechanic
Housekeeping Supervisor
Lab Animal Caretaker

Facilities Support Assistant, Level II (cont'd)

Senior Lab Animal Caretaker
Locksmith
Maintenance Assistant
General Mechanic
Safety Net Support Assistant
Senior Grounds Worker
Service Desk Technician
Stores Clerk/Senior Stores Clerk
Safety Net Support Assistant
Transportation/Fleet Supervisor

Research Support Assistant, Level I

Non-Exempt
Grade Range 1-6

Business Card Title

Research Assistant I / II / III

Research Support Assistant, Level II

Non-Exempt
Grade Range 7-10

Business Card Title

Research Assistant III / IV / V

Research Support Assistant, Level III

Non-Exempt
Grade Range 11-14

Business Card Title

Research Assistant V / VI / VII

Research Staff Lab or Non Lab (Direct)

Project Support, Level I

Non-Exempt
Grade Range 1-6

Business Card Title

Clerk

Project Support, Level II

Non-Exempt
Grade Range 7-10

Business Card Title

Administrative Support
Data Quality Review Clerk
Keyboard Specialist
Project Coordinator
Secretary/Administrative Assistant

Project Support, Level III

Non-Exempt
Grade Range 11-14

Business Card Title

Administrative Assistant
AOT Peer Monitor
Junior Finance Analyst
Keyboard Specialist
Project Assistant
Recruiter
Suicide Prevention Training Coordinator
Secretary I
Youth Coordinator

Project Staff (Direct)

Technical Staff (Facilities and Administrative or Direct)

Technical Support Assistant, Level I

Non-Exempt
Grade Range 1-6

Business Card Title

Group Leader/Laboratory Animal Caretaker
Keyboard Specialist

Technical Support Assistant, Level II

Non-Exempt
Grade Range 7-10

Business Card Title

Data Entry Clerk
Junior Technician

Technical Support Assistant, Level III

Non-Exempt
Grade Range 11-14

Business Card Title

Computer Technician
Customer Service Help Desk Assistant
Technical Customer Support Specialist
Data Assistant

EXEMPT TITLES

Administrative Staff (Facilities and Administrative)

Administrator, Level I

Exempt
Grade Range 15-18

Business Card Title

Accountant
Administrative Assistant/Aide
Administrative Coordinator
Assistant to the Director
Benefits Administrator
Contract and Grant Administrator
Executive Assistant
Grants Administrator
Grants Specialist
HR/Payroll Generalist/Specialist
IACUC Coordinator
Operations Assistant/Specialist/Coordinator
Project Administrator
Purchasing Manager
Secretary I / II
Senior Personnel/Payroll Administrator
Sub-Award Administrator

Administrator, Level II

Exempt

Grade Range 18-21

Business Card Title

Accounts Payable Supervisor
Administrative Assistant/Coordinator
Associate Planning Analyst
Billing Coordinator
Chief/Division Administrator
Clinical Research Administrator
Clinical Supervisor
Fiscal Analyst/Accountant
Grants Administrator/Specialist
Grant Pre-Award Administrator
HR/PR Specialist
IRB Administrator
Jr. Grants Development Specialist
Personnel Coordinator
Pre-Award Grants Administrator
Senior Personnel Administrator
Senior Accountant
Senior Grants Administrator
Senior Payroll/Personnel Administrator
Sub Award Administrator
Supervisor of Fiscal Operations I

Administrator, Level III

Exempt

Grade Range 22-25

Business Card Title

Administrative Assistant/Coordinator
Administrative Manager
Budget and Fiscal Analyst
Center Administrator
Clinical Research Administrator
Cluster Administrator
Deputy Division Administrator
Division Administrator
Executive Assistant
Grants Administrator/Specialist
Grants and Operations Administrator
Grants Development Specialist
HR/Payroll Manager
IRB Administrator
Manager of Sponsored Programs
Mental Health Program Specialist /II /III
Personnel Administrator
Post Award Analyst
Program Manager
Manager Certified Behavioral Health Clinics
Protocol Analyst
Senior Administrative Assistant / I / II
Supervisor of Fiscal Operations II / III
Volunteer Coordinator

Administrator, Level IV

Exempt
Grade Range 26-37

Business Card Title

Administrative Director
Administrative Manager
Associate Administrator
Associate Director of Quality Management
Director of Stakeholder Engagement
Controller
Deputy Administrative Director
Deputy Director of Administration
Deputy Division Administrator
Director of Administration
Director of Business Systems
Director of Capital Projects & Emergency Management
Director of Facility Operations
Director of Fiscal Operations
Director of Grants Operations
Director of Payroll
Director of Program Evaluation
Director of Grants and Contracts
Director of Human Resources
Director of Information Services
Director of Information Technology
Director of Business Systems
Division Administrator
Ethics Advisory Board
Grants Administrator
Grant Writer
Supervisor of Fiscal Operations IV
Project Manager & Coordinator of Emergency Management
Training and Special Projects Administrator

Executive Staff (Facilities and Administrative)

Executive

Exempt
Grade Range 31-37

Business Card Title

Deputy Managing Director
Managing Director

Facilities Staff (Facilities and Administrative)

Facilities Support Assistant, Level III

Exempt
Grade Range 15-17

Business Card Title

Maintenance Supervisor
Security Officer
Service Desk Technician

Facilities Support Administrator

Exempt
Grade Range 18-21

Business Card Title

Chief Safety/Security Officer
Maintenance Supervisor

Research Technician, Level I

Exempt
Grade Range 15-17

Business Card Title

MRI Research Technician
Pharmacy Tech I / II
Pharmacy Supervisor
Post Doc Researcher
Project Technician
Rater I
Research Technician

Research Technician, Level II

Exempt
Grade Range 18-21

Business Card Title

Clinical Database Manager
Data Analyst
MRI Research Technician
Research Technician Level

Research Technician, Level III

Exempt
Grade Range 22-27

Business Card Title

Con Focal Micro Facility Head
Fidelity and Outcomes Specialist
Research Technician

Project Staff (Direct)

Project Administrator, Level I

Exempt
Grade Range 15-18

Business Card Title

Administrative Assistant
Advocacy Specialist II
Assessment Specialist
Behavioral Health Counselor
Behavioral Health Interventionist
Behavioral Health Managed Care Program
Specialist/Compliance Coordinator
Business Intelligence Specialist
Case Manager
Community Employment Specialist
Communications and Education Specialist
Contract Management Specialist
Contract Manager
Executive Administrative Assistant

Project Administrator, Level I (cont'd)

Employment Specialist
Family Affairs Specialist

Financial Analyst
Habilitation Specialist
Individual Placement Support Specialist
Managed Care Benefits Analyst
Outreach Recruitment Specialist and
Primary Clinician
Office Scheduler
Office Support Specialist
Outreach Coordinator
Outreach Recruitment Specialist
Parent Support Specialist
Peer Specialist
Primary Clinician and Supported Education
and Employment Specialist
Project Administrator / I / II
Project Assistant
Project Coordinator / I
Project Director
Promise Case Manager
Recipient Affairs Specialist
Recovery Specialist and Trainer
Regional Advocacy Specialist
Secretary I / II
Senior Administrative Aide
Supported Education and Employment
Specialist

Project Administrator, Level II

Exempt
Grade Range 18-21

Business Card Title

Administrative Assistant/Associate
Administrative Assistant to Associate
Commissioner
Behavioral Health/Managed Care Data
Analyst
Community Case Manager
Community Employment Specialist
Contract Administration Coordinator
Contract Finance Analyst
Contract Manager
LMS Administrator Technician
Office Coordinator
Opioid Overdose Training Coordinator
Personnel Coordinator
Program Manager
Program Operations Specialist
Project Coordinator
Research Project Manager / I

Senior Program Consultant
Senior Budget Analyst
SBIRT Coordinator
Senior Program Consultant
Suicide Prevention Community Organizer
Employment and Education Specialist

Project Administrator, Level III

Exempt
Grade Range 22-25

Business Card Title

ACT Coordinator
Assistant Director
Behavioral Health Managed Care
Performance Analyst
Behavioral Health Managed Care Financial
Analyst
Budget & Fiscal Analyst / I/ II
Child Medicaid Managed Care Transition
Lead
Contract Program Planning Analyst
Contract Program/Data Specialist
Deputy Director of Finance
Deputy Division Administrator
Director Health Homes/ Care Coordinator
Electronic Medical Record Implementation
Manager
Fiscal Analyst
Managed Care Design Specialist
Managed Care Planning Analyst
Mental Health Program Specialist I/II/III
Opioid Overdose Training Specialist
Program/Project Director
Program Manager I/II/III
Project Administrator II/III
Project Clinician
Project Coordinator /I/II
Project Development Specialist
Project/Program Manager I
Recovery Specialist and Trainer
Research Recruitment Specialist III
Special Assistant to the Director
Senior Provider Network Coordinator
Suicide Prevention Implementation Specialist
Suicide Prevention Project Manager
Training Specialist

Project Administrator, Level IV

Exempt

Grade Range 26-37

Business Card Title

Associate Director
Business Intelligence Analyst
Clinical Research Coordinator
Clinical Trainer
Clinical Training Director
Clinical Trainer Outreach Campaign Specialist
Community Development Specialist
Deputy Director for Contract Management
Deputy Director of Consumer Affairs
Director of Adult Services
Director of Behavioral Health Integration
Director of Children's Managed Care
Director of Contract Management & Curriculum Development
Assistant Director of Outpatient Treatment
Director of Program Development
Director of Strategic Planning
Divisional Administrator
Evaluation Coordinator
Grant Writer
Implementation Director
Managed Care Readiness Officer
Managed Care Specialist
OBIEE & Tableau Report Developer
Program Manager
Project Administrator
Project Development Specialist
Project/Program Director
Project Manager /I/ II / III / IV
Quality Management Specialist
Senior Advisor
Senior Administrative Director
Suicide Center Director
Senior Business/Finance Analyst
Senior Mental Health Managed of Care Revenue Cycle & Billing Analyst
Senior Executive Assistant
Suicide Prevention Specialist
VAP Program Manager

Research Staff Non-Lab (Direct)

Research Technician, Level I (Non-Lab)

Exempt
Grade Range 15-18

Business Card Title

Assistant Research Scientist
MRI Research Technician
Project Technician
Rater I
Research Associate
Research Assistant
Research Assistant IV / V /VI/ VII
Telephone Interviewer

Research Technician, Level II (Non-Lab)

Exempt
Grade Range 19-22

Business Card Title

Clinical Database Manager
Data Analyst
Project Assistant II
Rater II
Research Technician II
Supervisory Veterinary Technician

Research Technician, Level III (Non-Lab)

Exempt
Grade Range 23-27

Business Card Title

Data Analyst
Fidelity and Outcomes Specialist
Research Analyst
Research Technician III

Technical Staff (Facilities and Administrative and Direct)

Technical Specialist, Level I

Exempt
Grade Range 15-17

Business Card Title

Biostatistician
Computer Programmer
Data Manager
Database Programmer/Analyst
Digital Communications Assistant
Information Technology Associate
Information Technology Specialist
Service Desk Technician

Technical Specialist, Level II

Exempt
Grade Range 18-22

Business Card Title

Biostatistician
Business/Data Analyst
Database Programmer/Analyst
Data Manager
Data Reporting Analyst

MRI Comp Systems Management/Program
Specialist I/II
Programmer/Analyst I / II
Research Technician II
Senior Computer System Analyst I
Senior Computer Programmer
Senior Data Analyst
Senior Technical/Functional Analyst
Social Media Manager
Space Planner/Administrator
Technical/Functional Analyst
Technical Specialist II

Technical Specialist, Level III

Exempt
Grade Range 23-37

Business Card Title

Biostatistician
Data/Reporting Analyst
Data Collection Coordinator
Database Designer
Director of Data Analytics, Systems &
Special Projects
Director of Information Technology
Health IT Policy/Technical Assist Analyst
Information Manager
Medical Research / Writer
MRI Technologist
Programmer/Analyst III
Systems Analyst IV
Senior Architect
Senior Medicaid Data Analyst
Senior Programmer/Analyst/Project
Manager
Senior Business Analyst
Senior Computer System Analyst I
Technical Specialist III
Vet

Research Non-Lab Staff (Direct)

Research Project Manager, Level I

Exempt
Grade Range 15-18

Business Card Title

Clinical Researcher
Project Administrator I/II

Research Project Manager, Level II

Exempt
Grade Range 19-23

Business Card Title

Project Administrator III
Project Assistant III
Project/Program Coordinator I / II
Project Director
Project Manager
Research Associate

Research Project Manager, Level III

Exempt
Range 24-29

Business Card Title

Clinical Research Administrator
Contract Analyst II
Program Coordinator II
Project Director
Project Administrator

Clinical Researcher, Level I

Exempt
Grade Range 16-21

Business Card Title

Clinical Researcher
Clinical Supervisor
Clinical Research Administrator
MRI Analyst
Project Manager
Psych Assistant III
Social Worker I / II
Therapist
Therapist I

Clinical Researcher, Level II

Exempt
Grade Range 22-26

Business Card Title

Behavior Analyst
Clinical Research Counselor
Clinical Supervisor
Counselor/Clinical Researcher
Genetics Counselor
Mental Health Practitioner
Project Manager

Clinical Researcher, Level III

Exempt
Grade Range 27-31

Business Card Title

Clinical Researcher
Clinical Research Coordinator
Clinical Research Administrator
Research Project Director

Research Project Director, Level I

Exempt
Grade Range 29-35

Business Card Title

Associate Director
Project Manager III / IV / V / VI
Research Project Director

Medical Series

Physician (Direct)

Exempt
Grade Range 11-37

Business Card Title

Assistant Clinical Physician III
Assistant Psychiatrist
Clinical Physician I / II
Medical Specialist I / II
Pathologist III

Research Staff (Direct)

Exempt
Grade Range 11-37

Business Card Title

Adult/Family Nurse Practitioner
Nurse I / II / III
Nurse Administrator
Nurse Practitioner

Research Series Lab or Non-Lab

Research Laboratory Staff (Direct)

Exempt
Grade Range 11-38

Business Card Title

Assistant Research Scientist / I / II
Research Associate
Visiting Research Scientist

Research Non-Laboratory Staff (Direct)

Exempt
Grade Range 11-38

Business Card Title

Assistant Research Scientist I / II
Lab Manager
Research Associate

Research Scientist and Psychiatrist Series

Research Scientist

Exempt
Grade Range 18-38

Business Card Title

Research Scientist I - VIII

Psychiatrist

Exempt
Grade Range 35-38

Business Card Title

Psychiatrist I / II / III
Psychiatrist I / II / III- Hospital