
ATTACHMENT 1

Complete list of Benchmarks (pre-changes) that were included under the Facilities Clerical Benchmark Review Letter of Intent - Per Page 208 of the 2006- 2010 Health Services & Support Facilities Subsector Collective Agreement

BM #	Class Title	Grid Level
10001 (1-1)	CLERK III, ADMITTING	11
10002 (1-2.1)	CLERK IV, ADMITTING	16
10003 (1-2.2)	CLERK IV, ADMITTING (BED BOOKING)	16
10004 (1-2.3)	CLERK IV, ADMITTING (O.R. BOOKING)	16
10005 (1-3.1)	CLERK V, ADMITTING	21
10006 (1-3.2)	CLERK V, ADMITTING (AUTOPSY ARRANGEMENT)	21
10007 (1-3.3)	CLERK V, ADMITTING (BED BOOKING)	21
10008 (1-3.4)	CLERK V, ADMITTING (O.R. BOOKING)	21
10009 (1-4.1)	CLERK VI, ADMITTING	24
10010 (1-4.2)	CLERK VI, ADMITTING (BED BOOKING)	24
10011 (1-4.3)	CLERK VI, ADMITTING (O.R. BOOKING)	24
10012 (1-5.1)	SUPERVISOR, ADMITTING	33
10013 (1-5.2)	SUPERVISOR, BED BOOKING	33
10014 (1-5.3)	SUPERVISOR, O.R. BOOKING	33
10201 (1-6)	CLERK II, BUSINESS OFFICE	8
10202 (1-7)	CLERK III, CASHIER	11
10203 (1-8)	CLERK III, ACCOUNTS RECEIVABLE/PAYABLE	11
10204 (1-9)	CLERK IV, HEAD CASHIER	16
10205 (1-10.1)	CLERK IV, ACCOUNTS RECEIVABLE	16
10206 (1-10.2)	CLERK IV, ACCOUNTS PAYABLE	16
10207 (1-11)	CLERK IV (SPONSORSHIP CLERK)	16
10208 (1-12)	CLERK IV (STATISTICS)	16
10209 (1-13)	CLERK V, ACCOUNTS RECEIVABLE (PATIENT BILLING)	21
10210 (1-13.1)	CLERK V, ACCOUNTS PAYABLE	21
10211 (1-14)	CLERK V, PATIENT RELATIONS	21
10212 (1-15)	CLERK V, ACCOUNTING	21
10213 (1-16)	CLERK VI, ACCOUNTING	24
10214 (1-17)	CLERK VI, ACCOUNTS RECEIVABLE (PATIENT BILLING)	24
10215 (1-17.1)	CLERK VI, ACCOUNTS PAYABLE	24
10301 (1-20)	CLERK I	7
10302 (1-21)	CLERK II, FOOD SERVICES	8
10303 (1-22)	CLERK II, RECEPTIONIST/STENOGRAPHER	8
10304 (1-23)	CLERK III, RECEPTIONIST/STENOGRAPHER	11
10305 (1-24)	PERSONNEL SECRETARY	13
10306 (1-25)	ADMINISTRATIVE SECRETARY	15
10307 (1-26)	NURSING SECRETARY	15
10308 (1-27)	CLERK, HOUSEKEEPING	14
10309 (1-28)	CLERK IV, OUTPATIENT SUPERVISOR	16
10310 (1-29)	CLERK IV, NURSING STAFFING	16
10311 (1-30)	SECRETARY	24
10312 (1-31)	CLERK V, NURSING STAFFING	21
10313 (1-32)	CLERK VI, CLERICAL SUPERVISOR	24

ATTACHMENT 1 (CONT)**Complete List of BMs (Pre-changes) that were captured by the Facilities Clerical BM Review**

10314 (1-33)	CLERK VI, NURSING STAFFING	24
10315 (1-34)	ADMINISTRATIVE ASSISTANT	35
10316 (1-35)	NURSING STAFFING CO-ORDINATOR	28
10317 (1-35.1)	NURSING UNIT ASSISTANT	SB16
10322 (1-31.1)	CLERK V, CLERICAL SUPERVISOR	21
10325 (1-27.1)	CLERK, LABORATORY	14
10401 (1-36)	CLERK I, MESSENGER	7
10402 (1-37)	CLERK II, INFORMATION	8
10403 (1-38)	CLERK III, POSTAL	11
10404 (1-39)	SWITCHBOARD OPERATOR	17
10405 (1-40)	SWITCHBOARD SUPERVISOR I	20
10406 (1-41)	SWITCHBOARD SUPERVISOR II	29
10407 (1-42)	SWITCHBOARD SUPERVISOR III	34
10501 (1-43)	CLERK I, CODING	7
10502 (1-44)	DATA ENTRY/KEYPUNCH OPERATOR I	10
10503 (1-45)	DATA ENTRY/KEYPUNCH OPERATOR II	15
10504 (1-46)	LEAD DATA ENTRY/KEYPUNCH OPERATOR III	18
10506 (1-48)	COMPUTER OPERATOR II	SC13
10507 (1-49)	COMPUTER OPERATOR III	SC18
10508 (1-50)	DATA PROCESSING SUPERVISOR	19
10510 (1-52)	COMPUTER OPERATOR IV	SC23
10601 (1-54)	CLERK II, MEDICAL RECORDS	8
10602 (1-55)	CLERK III, MEDICAL RECORDS	11
10603 (1-56)	MEDICAL STENO I	18
10605 (1-58)	MEDICAL STENO SUPERVISOR I	18
10606 (1-59)	MEDICAL STENO SUPERVISOR II	24
10607 (1-60)	MEDICAL STENO SUPERVISOR III	29
10701 (1-61)	CLERK II, TIMEKEEPING	8
10702 (1-62)	CLERK III, PAYROLL	11
10703 (1-63)	CLERK IV, PAYROLL	16
10704 (1-64)	PAYROLL SUPERVISOR I	21
10705 (1-65)	PAYROLL SUPERVISOR II	24
10706 (1-66)	PAYROLL SUPERVISOR III	26
10801 (1-67)	PRINTER I	12
10802 (1-68)	PRINTER II	16
10803 (1-69)	PRINTER III	18
10901 (1-70)	CLERK III, INVOICE	11
10902 (1-71)	CLERK IV, PURCHASING	16
10903 (1-72)	CLERK V, PURCHASING	21
10904 (1-72.1)	CLERK V, SUPERVISOR	21
10905 (1-73)	CLERK VI, PURCHASING	24
10906 (1-74)	INVENTORY ANALYST	21
10103 (1-78)	FIRE AND SAFETY OFFICER	23