
ATTACHMENT 2

List of Reviewed/Revised Benchmarks (effective April 1, 2007)

Resulting from the

Facilities Clerical Benchmark Review Letter of Intent - Per Page 208 of the 2006-2010 Health Services & Support Facilities Subsector Collective Agreement

<u>BENCHMARK #S</u>	<u>GRID LEVELS</u>	<u>CLASS TITLE</u>
10001	11 -	CLERK III, ADMITTING
10002	16 -	CLERK IV, ADMITTING (Out-Patient Booking) <i>(previously Clerk IV, Admitting)</i>
10003	16 -	CLERK IV, ADMITTING (BED BOOKING)
10004	16 -	CLERK IV, ADMITTING (O.R. BOOKING)
10005	21 -	CLERK V, ADMITTING
10006	21 -	CLERK V, ADMITTING (AUTOPSY ARRANGEMENT)
10007	21 -	CLERK V, ADMITTING (BED BOOKING)
10008	21 -	CLERK V, ADMITTING (O.R. BOOKING)
10009	24 -	CLERK VI, ADMITTING
10010	24 -	CLERK VI, ADMITTING (BED BOOKING)
10011	24 -	CLERK VI, ADMITTING (O.R. BOOKING)
10012	33 -	SUPERVISOR, ADMITTING
10013	33 -	SUPERVISOR, BED BOOKING
10014	33 -	SUPERVISOR, O.R. BOOKING
10015	17 (awaiting final determination)	CLERK IV(A), ADMITTING (OUT-PATIENT BOOKING) (NEW)
10201	8 -	CLERK II, FINANCE <i>(previously Clerk II, Business Office)</i>
10202	11 -	CLERK III, CASHIER
10203	11 -	CLERK III, ACCOUNTS RECEIVABLE, ACCOUNTS PAYABLE
10204	16 -	CLERK IV, HEAD CASHIER
10205	17 -	CLERK IV, ACCOUNTS RECEIVABLE
10206	17 -	CLERK IV, ACCOUNTS PAYABLE
10207	16 -	CLERK IV (SPONSORSHIP CLERK)
10208	16 -	CLERK IV (STATISTICS)
10209	22 -	CLERK V, ACCOUNTS RECEIVABLE (PATIENT BILLING)
10210	22 -	CLERK V, ACCOUNTS PAYABLE
10211	21 -	CLERK V, PATIENT RELATIONS
10212	22 -	CLERK V, ACCOUNTING
10213	24 -	CLERK VI, ACCOUNTING
10214	24 -	CLERK VI, ACCOUNTS RECEIVABLE (PATIENT BILLING)
10215	24 -	CLERK VI, ACCOUNTS PAYABLE
10301	7 -	CLERK I
10302	8 -	CLERK II, FOOD SERVICES
10303	8 -	CLERK II, RECEPTIONIST <i>(previously Clerk II, Receptionist/Stenographer)</i>
10304	11 -	CLERK III, RECEPTIONIST <i>(previously Clerk III, Receptionist/Stenographer)</i>
10305	13 -	PERSONNEL SECRETARY
10306	15 -	SECRETARY <i>(previously Administrative Secretary)</i>
10307	15 -	NURSING SECRETARY
10308	14 -	CLERK, GENERAL <i>(previously Clerk, Housekeeping)</i>
10309	16 -	CLERK IV, OUTPATIENT SUPERVISOR
10310	16 -	CLERK IV, STAFFING <i>(previously Clerk IV, Nursing Staffing)</i>
10311	24 -	ADMINISTRATIVE SECRETARY <i>(previously Secretary)</i>
10312	21 -	CLERK V, STAFFING <i>(previously Clerk V, Nursing Staffing)</i>
10313	24 -	CLERK VI, CLERICAL SUPERVISOR

ATTACHMENT 2 (CONT)List of Revised Benchmarks Effective April 1, 2007

<u>BENCHMARK #S</u>	<u>GRID LEVELS</u>	<u>CLASS TITLE</u>
10315	35 -	ADMINISTRATIVE ASSISTANT
10316	28 -	STAFFING CO-ORDINATOR (<i>previously Nursing Staffing Coordinator</i>)
10317	SB16 -	NURSING UNIT ASSISTANT
10322	21 -	CLERK V, CLERICAL SUPERVISOR
10325	14 -	CLERK, LABORATORY
10401	7 -	CLERK I, MESSENGER
10402	8 -	CLERK II, INFORMATION
10403	11 -	CLERK III, POSTAL
10404	17 -	SWITCHBOARD OPERATOR
10405	20 -	SWITCHBOARD SUPERVISOR I
10406	29 -	SWITCHBOARD SUPERVISOR II
10407	34 -	SWITCHBOARD SUPERVISOR III
10501	7 -	CLERK I, CODING - DELETED
10502	10 -	DATA ENTRY/KEYPUNCH OPERATOR I
10503	15 -	DATA ENTRY/KEYPUNCH OPERATOR II
10504	18 -	LEAD DATA ENTRY/KEYPUNCH OPERATOR III
10506	SC13 -	COMPUTER OPERATOR II
10507	SC18 -	COMPUTER OPERATOR III
10508	19 -	DATA PROCESSING SUPERVISOR
10510	SC23 -	COMPUTER OPERATOR IV
10601	8 -	CLERK II, HEALTH RECORDS (<i>previously Clerk II, Medical Records</i>)
10602	11 -	CLERK III, HEALTH RECORDS (<i>previously Clerk III, Medical Records</i>)
10603	18 -	MEDICAL TRANSCRIPTIONIST (<i>previously Medical Steno 1</i>)
10605	18 -	MEDICAL TRANSCRIPTIONIST SUPERVISOR I (<i>previously Medical Steno Supervisor I</i>)
10606	24 -	MEDICAL TRANSCRIPTIONIST SUPERVISOR II (<i>previously Medical Steno Supervisor II</i>)
10607	29 -	MEDICAL TRANSCRIPTIONIST SUPERVISOR III (<i>previously Medical Steno Supervisor III</i>)
10701	8 -	CLERK II, TIMEKEEPING
10702	11 -	CLERK III, PAYROLL
10703	17 -	CLERK IV, PAYROLL
10704	22 -	PAYROLL SUPERVISOR I
10705	25 -	PAYROLL SUPERVISOR II
10706	27 -	PAYROLL SUPERVISOR III
10801	12 -	PRINTER I
10802	16 -	PRINTER II
10803	18 -	PRINTER III
10901	11 -	CLERK III, INVOICE
10902	16 -	CLERK IV, PURCHASING
10903	21 -	CLERK V, PURCHASING
10904	21 -	CLERK V, SUPERVISOR
10905	24 -	CLERK VI, PURCHASING
10906	21 -	INVENTORY ANALYST
10911 (<i>prev 10103</i>)	23 -	FIRE AND SAFETY OFFICER