

 <p>HAWAII HEALTH SYSTEMS CORPORATION <i>Quality Healthcare for All</i></p> <p>PROCEDURE</p>	<p>Department:</p> <p>Human Resources</p>	<p>Procedure No.:</p> <p>HR 0011B</p>
		<p>Supersedes Procedure No.:</p>
<p>Subject:</p> <p>Oversight of Employees</p>	<p>Approved By:</p> <p><i>Linda Rosen</i></p> <p>By: Linda Rosen, M.D., M.P.H. Its: President & CEO</p>	<p>Approved Date:</p> <p>September 23, 2021</p> <p>Last Reviewed:</p> <p>February 9, 2021</p>

I. PURPOSE:

To establish procedures for the management and oversight over the various types of employee actions within the Hawaii Health Systems Corporation (HHSC).

II. PROCEDURES:

A. The HHSC Corporate board of directors (the “Corporate Board”) and each regional system board (each a “Regional Board”) may adopt policies and procedures to implement various types of employee actions listed below in accordance with, applicable laws, rules and regulations, and consistent with HHSC Corporate policies.

1. The HHSC Corporate Board appoints, exempt from Chapters 76 and section 26-35(a)(4), Hawaii Revised Statutes (HRS), a President & Chief Executive Officer (PCEO) of the corporation whose salary shall be set by the HHSC Corporate Board.
2. The PCEO may appoint up to eighteen other personnel, exempt from Chapters 76 and 89, HRS, to work directly for the PCEO and the HHSC Corporate Board. Employees who do not report directly to the PCEO shall be appointed in accordance with Chapters 76 and 89, HRS, or as exempted or provided by other laws, and/or as outlined in the HHSC Corporate policies.
3. Each Regional Board appoints, exempt from Chapter 76 and section 26-35(a)(4), HRS, a Regional Chief Executive Officer (RCEO) whose salary shall be set by the Regional Board.
4. Each RCEO may also appoint, as necessary, other personnel, exempt from Chapters 76 and 89, HRS, to work directly for the RCEO and for the corresponding regional system board, which personnel may include but not be limited to hospital administrators, assistant administrators, directors of nursing, medical directors, and staff physicians, to facilitate the management of facilities within the system.
5. The PCEO and RCEOs and other exempt personnel shall be subject to discipline, including discharge, in accordance with duly executed contracts, laws governing exempt personnel of the State, and HHSC Corporate policies and regional system policies adopted consistent with HHSC Corporate policies.
6. The hiring and firing of the PCEO shall be governed by policies adopted by the Corporate Board. The PCEO shall report to the Corporate Board.

7. The hiring and firing of RCEOs shall be governed by policies adopted by each Regional Board, which shall be consistent with HHSC Corporate policies. Each RCEO shall report to their respective Regional Board.
8. Employees who do not report directly to the RCEO shall be appointed in accordance with Chapters 76 and 89, HRS, or as exempted or provided by other laws, and/or as outlined in the HHSC Corporate policies.
9. Hiring, firing, developing compensation packages, and other personnel actions with respect to employees not covered by Chapters 76 and 89, HRS, shall be governed by policies adopted by each Regional Board consistent with then existing HHSC Corporate policies and programs. New or revised policies and procedures related to oversight and management of exempt employees shall be consistent with HHSC Corporate policies.
10. All existing and new HHSC Human Resources Rules, Policies, Executive Orders, applicable Memorandums of Agreement and Supplemental Agreements, collective bargaining agreements, applicable laws, rules and regulations must be followed for all employees as applicable.

III. ATTACHMENT(S):

None