

**PROVISIONAL REPORT
October – December 2011**

Department	Classification	Reason for Filling Position	Type of Appointment
Human Services Department	Social Work Supervisor I	Department operationally needed to fill position to provide supervision, guidance and support to the unit comprised of staff responsible for assisting new applicants to be evaluated and authorized for In Home Care Services (IHSS), and monitor the needs of recipients active on IHSS.	Provisional Promotion
Sheriff-Coroner	Sheriff's Property Clerk	Sheriff's Office operationally needed to fill position while the incumbent is out on a leave of absence and to provide the necessary support with processing and safekeeping of evidence and property under the Sheriff's jurisdiction.	Provisional Substitute
Sheriff-Coroner	Detention Nurse Specialist I	The Detention Medical Unit operates on a 24/7 work schedule requiring an RN to be on duty at all times. Due to an RN on a leave of absence the Medical Unit operationally needed to fill position to provide medical care and respond to crisis.	Provisional Promotion

Number of Provisional Appointments

Type of Appointment	October - December 2010	October - December 2011
Provisional	0	0
Provisional Promotion	0	2
Provisional Substitute	0	1
Provisional Substitute Promotion	3	0
Provisional Demotion	0	0
Provisional to Probationary	3	0

Civil Service Rule 130.VI.G: When there are less than five (5) qualified eligibles on any appropriate employment list, the Personnel Director may authorize the provisional appointment of any individual meeting the established standards for the position pending the establishment of an eligible list, but in any event, no such provisional appointment shall continue for longer than the following: a. For department heads – 180 days; b. For other positions – 90 days.