



**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF THE SECRETARY**

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Vickie Yates Brown Glisson
Secretary

TO: CHFS Social Service and Family Support Staff
FROM: Vickie Yates Brown Glisson *VYB*
Secretary
DATE: August 16, 2016
SUBJECT: Social Service and Family Support Salary Increases

As was recently announced, we are pleased to have received approval to implement grade changes and Special Entrance Rates (SER) for a number of positions in the Social Service and Family Support classification series.

In addition to adjustments for new hires, all our current employees in these job titles will benefit from this action. All employees will be brought to at least the new minimums. Employees in classifications with the SER change will also receive the difference between the old and new minimums.

We recognize that employees are very excited and curious about how it will impact them financially and rightfully so. The Office of Human Resource Management will be obtaining a list of affected employees to calculate the new salary rate. To ensure accuracy, each salary must be verified individually, and with the number of employees in these classifications, this process cannot be completed quickly.

Once the calculations have been verified, a personnel action will be processed and each employee will receive a Personnel Action Notification identifying their new salary rate. As announced, the effective date for the salary changes is September 16; therefore, employees will see the increase on the October 14 paycheck (pay period 9/16 – 9/30).

As a matter of reference, below are the approved changes:

Position	Grade / SER Change	Current Monthly Salary	New Monthly Salary
Social Service Worker I -	SER	\$2,670.20	\$2,803.72
Social Service Worker II -	14	\$2,670.20	\$2,937.20
Social Service Clinician I -	SER	\$2,937.20	\$3,100.00
Social Service Clinician II -	15	\$2,937.20	\$3,230.84
Social Service Specialist -	15	\$2,937.20	\$3,230.84
Family Service Office Supervisor -	SER	\$3,230.84	\$3,400.00
Family Support Specialist I -	11	\$2,006.08	\$2,206.92
Family Support Specialist II -	12	\$2,206.92	\$2,427.44
Family Support Specialist III -	13	\$2,427.44	\$2,670.20
Case Management Specialist I -	SER	\$2,670.20	\$2,803.72
Case Management Specialist II -	14	\$2,670.20	\$2,937.20
Case Management Specialist III -	SER	\$2,670.20	\$3,100.00
Public Assist. Program Specialist -	15	\$2,937.20	\$3,230.84
Field Services Supervisor -	SER	\$3,230.84	\$3,400.00

We greatly appreciate the work you do every day and the positive impact you make in the lives of so many children, adults and families in the Commonwealth.

Again, thank you for your continued service and good work.