



STATE OF NEW JERSEY

In the Matter of the Reallocation of
Regional Staff Nurse, Medical
Assistance from the Competitive to
the Non-Competitive Division of the
Career Service

**FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION**

Request for Title Reallocation

CSC Docket No. 2025-1385

ISSUED: February 5, 2025 (KMG)

The Division of Agency Services (Agency Services) recommends the reallocation of the Regional Staff Nurse, Medical Assistance title be to the noncompetitive division of the career service on an interim basis for a period of 12 months in accordance with *N.J.A.C. 4A:3-1.2*.

In support of its request, Agency Services presents that the Department of Human Services (DHS) requires the ability to recruit a sufficient number of staff in the Regional Staff Nurse, Medical Assistance title (title codes 03897-P26, 4E/12 and 03894-P25, NE/12) to meet expected staffing requirements and demand. In support, it submits documentation from DHS which details its difficulties in hiring a sufficient number of individuals in this title utilizing competitive examination procedures. Specifically, over the last six years, there have been seven open competitive examinations for the title, and none have been usable for their full duration. DHS cites several factors, including total exhaustion of lists, insufficient interested candidates available in certain counties and candidates declining offers, often due to travel constraints. DHS explains that these problems, coupled with the fact that these positions are critical, has led to it having to hire contractors to perform these duties, which neither efficient nor in the best interest of its constituents.

Agency Services further notes that by moving the title to the noncompetitive division will allow the use of additional job posting platforms to advertise to a larger pool of potential candidates to choose from. The Regional Staff Nurse Medical Assistance position requires a nursing license, with no exceptions existing for that

license, ensuring all applicants meet New Jersey's professional credentialing standards. Since all applicants must pass the National Council Licensure Exam for Registered Nurses or Practical Nurses, it is clear that they have already been tested for the title. *See also N.J.A.C. 13:37-5.1.* Moreover, it has been determined that the inherent delays that exist from the title being open competitive has caused attrition to outpace hiring.

Additionally, Agency services explains that DHS has an urgent need to quickly fill approximately 20 to 30 vacancies. To accommodate this need, Agency Services supports the request that interim noncompetitive status be granted in accordance with *N.J.A.C. 4A:3-1.2(c)3* to facilitate the requisite hiring of staff. Accordingly, Agency Services requests that the title of Regional Staff Nurse, Medical Assistance be designated as noncompetitive on an interim basis for 12 months to allow DHS to resolve its ongoing hiring challenges.

Furthermore, official personnel records indicate that there are currently four open competitive lists, three of which are incomplete, six promotional lists, all of which are incomplete, and there are no regular or special reemployment lists for Regional Staff Nurse, Medical Assistance (P26-03897) and there are no active lists for Regional Staff Nurse, Medical Assistance (P25-03894).

CONCLUSION

N.J.A.C. 4A:3-1.2(c) provides that a job title may be placed in the noncompetitive division on an ongoing or interim basis when it is determined by the Civil Service Commission that it is appropriate to make permanent appointments to the title and one or more of the following criteria are met:

1. Competitive testing is not practicable due to the nature of the knowledge, skills, and abilities associated with the job;
2. Certification procedures based on ranked eligible lists have not or are not likely to meet the needs of appointing authorities due to such factors as salary, geographic location, recruitment problems and working conditions; or
3. There is a need for immediate appointments arising from a new legislative program or major agency reorganization.

Based on the foregoing, ample reasons exist to reallocate the Regional Staff Nurse, Medical Assistance title to the noncompetitive division on an interim basis based on *N.J.A.C. 4A:3-1.2(c)2*. In this regard, DHS has an urgent need to staff critical vacancies. Additionally, *N.J.A.C. 4A:3-1.2(g)* provides that if a title is designated noncompetitive on an interim basis, at the end of the interim


noncompetitive period, which shall be no greater than one year, the job title shall be redesignated as competitive. Individuals appointed during the interim noncompetitive period shall, upon successful completion of their working test periods, attain permanent status in the competitive division.

ORDER

Therefore, it is ordered that the request for an interim noncompetitive designation for the Regional Staff Nurse, Medical Assistance title be granted. This designation will be effective February 8, 2025 and end one year later. At the end of this period, the subject title will be returned to the competitive division of the career service.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 5TH DAY OF FEBRUARY, 2025



Allison Chris Myers
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

Nicholas F. Angiulo
Director
Division of Appeals and Regulatory Affairs
Civil Service Commission
Written Record Appeals Unit
P.O. Box 312
Trenton, New Jersey 08625-0312

c: Denise Meckel
Ann Marie Kopczynski
Division of Agency Services
Records Center