



**Human Resources**

Orchestra Place  
3663 Woodward Ave., Suite 200  
Detroit, MI 48201-2403

May 30, 2003

Workforce Transition Unit  
**Michigan Department of Career Development**  
Workforce Programs  
Victor Office Center – 5<sup>th</sup> Floor  
Lansing, Michigan 48913

RECEIVED  
MDCD-OWD  
JUN 2 2003  
WORKFORCE TRANSITION

**RE: Worker Adjustment and Retraining Notification Notice**

Dear Ms. Hennessey:

As we are all aware, the Detroit Medical Center's financial crisis has not markedly improved. Although DMC is currently seeking and taking steps to obtain additional sources of financing with which to continue its delivery of service operations, such additional financing is not guaranteed and DMC must also consider substantial service reductions and other major cost-saving measures as well.

In accordance with the provisions of the Worker Adjustment and Retraining Notification Act ("WARN"), 29 USC § 2101 et seq., you are hereby being notified that The Detroit Medical Center (the "DMC") will be consolidating some of its inpatient services on the DMC Central Campus. Specifically, this will result in the closure of the inpatient operations at Detroit Receiving Hospital ("DRH") thus, changing DRH to an emergency/trauma only facility. Therefore, all DRH adult inpatient services will be transferred to other DMC adult facilities on the DMC Central Campus. This consolidation will directly impact employees at the following sites:

Detroit Receiving Hospital  
4201 St. Antoine Blvd.  
Detroit, Michigan 48201

Detroit Medical Center – Corporate  
3663 Orchestra Place  
Detroit, Michigan 48201

**[www.dmc.org](http://www.dmc.org)**

*Children's Hospital of Michigan • Detroit Receiving Hospital and University Health Center • DMC Physician Group •  
DMC University Laboratories • Harper University Hospital • Huron Valley-Sinai Hospital • Hutzel Hospital •  
Karmanos Cancer Institute • Kresge Eye Institute • Rehabilitation Institute of Michigan • Sinai-Grace Hospital*

In accordance with the provisions of the WARN Act, the employer must give 60 days written notice to the local government of and affected site where employees may experience an employment loss (which includes both lay off and a 50% or more reduction in hours).

We are providing WARN notice to all affected employees at these sites. The change in service delivery is expected to result in permanent layoffs of approximately 1000 employees beginning immediately and may continue during the next 60-day period.

Attached to this Notice is a list reflecting the job titles of positions to be affected by this consolidation of services, and the number of affected employees in each job classification. Bumping rights exist for the union represented employees but not for the non-represented personnel.

The employees affected by this action are represented by the following labor organizations:

- **Mr. Al Garrett, President**  
American Federation of State, County,  
Municipal Employees, Council 25  
600 W. Lafayette, Detroit, Michigan 48226
- **Mr. Willie Hampton, President**  
Service Employees International Union,  
Local 79  
2604 Fourth Street, Detroit, Michigan 48201
- **Mr. Thomas Wright, Vice President**  
United Auto Workers, Local 889  
2019 Tobsal Court  
Warren, Michigan 48091

If you have any questions or require further information regarding this notice, please contact Mr. Steve Wasilewski, Director, Employee and Labor Relations at (313) 578-3940.

Sincerely,  
***The Detroit Medical Center***



Ruthann Liagre  
Corporate Vice President, Human Resources

Attachment

Job Title	Count
Accountant	3
Accounting Assistant	1
Accounting Specialist	3
Accounts Payable Clerk	19
Administrative Assistant	2
Administrative Asst to COO/CAO	1
Administrative Compliance Mgr	1
Administrative Secretary I	6
Administrative Secretary II	27
Administrative Supv Nursing	7
Admissions Coordinator	1
Ambul Care Support Svcs Rep	1
Ambulatory Care Clerk	5
Ambulatory Patient Assistant	1
Anesthesia Aide	1
Art Advisor/Coordinator	2
Associate General Counsel	3
Asst Medical Photographer	1
Attorney, Privacy Officer	1
Audiovisual Technician	1
Benefits Data Assistant	5
Benefits Planning Analyst	1
Benefits Specialist	1
Billing/Follow-Up Rep	1
Biomedical Electronic Techni	4
Boarding Clerk	5
Braille Instructor	2
Buyer	10
CAD Operator	1
Cardiac Sonographer	1
Care Coordination Rep	5
Care Management Facilitator	1
Care Management Specialist	24
Carpenter	2
Case Coordinator	1
Cash Office Clerk	2
Cash Processing Representative	6
Central Supply Associate	31
Certified O.T. Assistant	2
Chaplain	1
Chf Psych/Life Stress Ctr Dir	1
Chief Adminv Officer (CAO)	1
Children's Choice Care Coord	5
Claims Processor	1
Claims/Billing Assistant	1
Clerical Group Leader	4
Clerk Typist	1

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Job Title	Count
Client Svcs Coord, Facilities	1
Clinical Auditor	2
Clinical Dietitian	5
Clinical Guideline Coordinator	1
Clinical Improvement Speclst	4
Clinical Mgr OR	1
Clinical Mgr Respiratory Care	1
Clinical Nrs Mgr Anesthesia	1
Clinical Nurse Manager	10
Clinical Pharmacist Specialist	7
Clinical Psychologist	2
Clinical Social Worker	11
Coder II	1
Coding Analyst	1
Coding Audit Specialist	2
Commercial Insurance Rep	1
Community Hlth Outreach Worker	3
Compliance Specialist	1
Computer-Based Training Spec	1
Con/Strategic Plng Director	1
Congregational Nrs Coord	1
Consultant	1
Contract Administrator	6
Cook	6
Coord Clinical Pharmacy Svcs	1
Coord Ctrl Sterile Processing	2
Coord Investigation Drug Svcs	1
Coord Library Services	1
Coord Medical Education	1
Coord Medical Staff Affairs	3
Coord Spiritual Care	1
Coord Trauma Program	1
Corp Dir Audit & Compl/Chief	1
Corp Dir GME Admin Svcs	1
Corp Dir Governmt & Reg Affair	1
Corp Dir Procurement	1
Corp Dir Tax/Payroll Svcs	1
Corp Dir Treasury Dept	1
Corp Health Info Mgmt Svcs Dir	1
Corp Public Affairs Proj Mgr	1
Corp VP Chf Qual/Sfty Officer	1
Corp VP Compliance & AGC	1
Corp VP Human Resources	1
Corp VP Patient Fin'l Svcs	1
Corp VP Reimb	3
Corp VP, Strategic Fin Plng	1
Corporate Compliance Coord	1

Job Title	Count
Corporate Dir CSP	1
Corporate Dir Logistics	1
Corporate Public Affairs Dir	1
Corporate VP, Risk Management	1
Credentials Assistant	1
Data Analyst	7
Data Entry Clerk	1
Data Management Clerk	5
Development Representative	1
Dietary Aide	47
Dir Accounts Payable	1
Dir Bdgt/Monitoring-PtCareSvc	1
Dir Care Coordination CCOM	1
Dir Clin Res Mgmt DRH	1
Dir Compensation Programs	1
Dir HCD Operations	1
Dir HRIS	1
Dir Managed Care Operations	1
Dir Operations Analysis	1
Dir Patient Accounting	5
Dir Pharm Svcs DRH/HUT	1
Dir Phys & Operational Svcs	1
Dir Pulmonary Function Labs	1
Dir Quality Improvement Svcs	1
Dir Radiology DRH	1
Dir Rehab Svcs DRH	1
Dir Reimbursement	1
Dir Systems and Develp	1
Dir Volunteer Svcs/Pt Guest Re	1
Dir, Accting-Grnts/Restr Funds	1
Dir, Care Mgmt Strategy & Impl	1
Dir, Corp Budget & Acccounting	1
Dir, Financial Operations-FMRE	1
Dir, Strategic Financial Plnng	1
Dir, System Acctng/Reptg	1
Director DMC Call Centers	1
Director, CAC Business Svc	1
Director, Emp Assistance Prgms	1
Director, Labor/Ee Relations	1
Director, Medical Affairs	1
Dispatcher Patient Transport	3
Drug Information Svcs Mgr	1
EAP Counselor	2
Econometrics Specialist	1
Education Coord Anesthesia	1
Education Specialist PCS	2
Educator PCS	1

Job Title	Count
EEO Planning Specialist	1
Electrician	1
Empl/Workforce Transitions Mgr	1
Employment Assistant	4
Employment Specialist	6
Employment Support Represent	1
END Technologist	1
Epidemiology Practitioner	1
Exec Dir CHI Planning/Develop	1
Exec Dir Clinical Prgm Initiat	1
Exec Dir Medical Affairs	1
Exec Dir Radiology	1
Exec Dir Respiratory Svcs	1
Executive Administrative Asst	10
Executive Director AHPF	1
Executive Secretary	21
Executive VP/CFO	1
Executive VP/COO	1
Family Center Care Coord	1
Field Engineer	1
Financial Admin (CFO) Mgd Care	1
Financial Admin Phys Group	1
Financial Admin-DRH	1
Financial Analyst	2
Financial Assistant	1
Financial Coordinator GME	1
Financial Database Mgr-DMC Hlt	1
Financial Specialist	7
Financial Specialist PCS	1
Gift & Estate Planning Dir	1
GME Assistant	2
Graduate Pharmacist	2
Graduate Physical Therapist	1
Grants & Publications Director	1
Grants Project Assistant	4
Guild Manager	1
Health Educ/Resource Coord	1
Health Plans Cust Svc Rep II	4
Health Source Contract Mgr	1
Heavy Equipment Operator	2
Housekeeping Aide	94
HR Records Representative	5
HRIS Analyst	2
HRIS Project Manager	2
HRIS Specialist	1
Human Resources Assistant	4
Human Resources Generalist	4

Job Title	Count
Information Clerk	4
Instrument Associate	40
Insurance Follow-Up Rep	1
Insurance Program Analyst	1
Insurance Program Specialist	1
Interior Designer	1
Inventory Control Coordinator	2
Labor/Emp Rel Specialist	1
Language Interpreter	1
Ld Patient Mgmt Clerical Assoc	2
Lead Clinical Social Worker	1
Lead HR Records Representative	2
Lead Information Clerk	1
Lead Patient Accounting Rep	15
Lead Patient Accounts Rep	1
Lead Telephone Operator	1
Legal Administrative Assistant	1
Library Technician	1
Logistics Specialist	2
Mail Clerk	1
Managed Care Appeals Rep	1
Managed Care Contracting Coord	2
Managed Care Plan Financ Mgr	2
Management Support Specialist	6
Manager Outpatient Admin Svc.	1
Manager Plant Operations	1
Manager, Development Svc	1
Marketing Communications Rep	1
Marketing Outreach Representat	1
Marketing Support Rep	1
Material Handler	10
Materials Management Clerk	7
Medical Adminv Secretary	8
Medical Office Assistant	5
Medical Staff Assistant	1
Member Enrollment Assistant	1
Mental Health Associate	18
Mgr Admitting/Outpt/ER Regist	1
Mgr Audit	1
Mgr Audit Pt Financial Svcs	1
Mgr Automated Payment Posting	1
Mgr Central Sterile Processing	2
Mgr Communications Operations	1
Mgr Credentialing	1
Mgr Deferred Comp Program	1
Mgr Employee Records Admin	1
Mgr Epidemiology DRH	1

Job Title	Count
Mgr Financial Svcs -Clin. Info	1
Mgr Managed Care Contracting	1
Mgr Managed Care Customer Svc	1
Mgr Medical Management	1
Mgr Network Dev & Provider Svc	1
MGR Parking & External Transp.	1
Mgr Patient Accounting	4
Mgr Payroll	1
Mgr Pharmacy Services	1
Mgr Procurement	3
Mgr Reimbursement	4
Mgr Respiratory Care DRH	1
Mgr Risk Mgmt Operations	1
Mgr Tax Services	1
Mgr Telehealth Services	1
Mgr Unbilled Management	1
Mgr Workers Compensation	1
Mgr, Logistics Mgmt	1
Mgr, Pt Fin Cust Svc & Collect	1
Mgr, System Billing	1
Mobility Instructor	2
Network Development Coord	2
No Job Title Available CT	1
No Job Title Available LDR	1
No Job Title Available PAS	2
Nurse Educator-PCS	4
Nurse Extender	15
Nursing Services Manager	1
Nutrition Educator	1
OBS Coord Nsg Prog Ping/Devel	1
OBS Dir Anes Svcs-DRH	1
OBS Dir OR Svcs DRH	1
OBS Mgr Epidemiology	1
OBS Mgr Qual Imprvmt/Risk Mgt	1
OBS Nurse Manager-DRH	1
OBS Supv Plant Operations	1
OBS VP Business Development	1
Occupational Therapist	11
Office Assistant	1
Office Coord Corp Compliance	1
Office Coordinator I	1
Office Coordinator II	1
Office Supv Chief of Medicine	1
Operations Analyst	1
Operations Support Clerk	7
Operations Support Specialist	1
OR Information Systems Analyst	1

Job Title	Count
Oral Surgeon	4
Oral Surgery Assistant	2
PACS Coord, Radiology	1
Pat Relations Representative	2
Patient Accounting Rep	78
Patient Advocate	1
Patient Care Associate	96
Patient Mgmt Clerical Assoc	64
Patient Services Clerk	12
Patient Support Associate	58
Patient Svcs Clerk Radiology	2
Payroll Analyst	1
Payroll Assistant	1
Payroll Project Manager	1
Payroll Representative	12
Payroll Systems Analyst	2
Payroll Team Coordinator	3
Pharmacy Intern, P2	3
Pharmacy Intern, P3	1
Pharmacy Intern, P4	5
Pharmacy Office Assistant	1
Pharmacy Resident	5
Pharmacy Technician	11
Physical Therapist	9
Physical Therapist Assistant	3
Physician Advisor	1
Pillar Administrator-Finance	1
Planned Giving Officer	1
Plant Operations Assistant	4
Plant Operations Associate I	2
Plant Operations Associate II	2
Plant Operations IS Analyst	1
Plumber	2
Practice Improvement Coord	1
Pres/Sr VP Amb & Post Act	1
Pres/SVP, ISAI	1
President/CEO, DMC System	1
President/SVP DRH	1
President/SVP Harper/Hutzel	1
Prog Mgr Community Health Inst	1
Proj Planning and Dev Mngr-Con	1
Project Assistant	7
Project Coord Construction	1
Project Engineer Construction	3
Project Mgr Information Svcs	1
Provider Enrollment Assistant	1
Provider Network Dev Spec	4

417

Job Title	Count
Psych Svcs Intake Assessor	1
Psychiatric Social Worker	15
Psychology Intern	6
Public Rel/Mktg Account Dir	2
Public Rel/Mktg Account Mgr	1
Pulmonary Function Tech	1
Pulmonary Function Technologis	2
Purchasing Assistant	13
QA/UR Coordinator	11
Quality Improvement Specialist	1
Radiology Associate	1
Radiology Compliance Coordinat	1
Receptionist	3
Referral Service Call Cntr Adv	5
Referral Svc Nurse Advisor	2
Refrigeration Operator	6
Regulatory Compliance Speclst	1
Rehabilitation Services Aide	4
Reimbursement Specialist	11
Research Information Specialis	1
Resident Commun Training Coord	1
Resource Asst Pt Care Svcs	2
Respiratory Care IS Coord	1
Respiratory Case Manager	1
Respiratory Therapy Technician	8
Retirement Plans Analyst	3
Revenue Cycle Specialist	1
Risk Management Data Analyst	1
Risk Mgmt Application Analyst	1
Risk Mgmt Claims Assistant	2
Risk Mgmt Operations Coord	1
Risk Mgmt/Claims Consultant	1
Safety Officer	1
Security Dispatcher	1
Security Officer I	11
Security Officer II	17
Security Shift Supervisor	1
Security Team Leader	3
Senior Accountant	1
Senior Attorney	1
Senior Auditor	3
Senior Clerk	2
Senior Clinical Auditor	1
Senior Coding Audit Specialist	2
Senior Contracting Coord	2
Senior Executive Secretary	8
Senior Financial Analyst	2

Job Title	Count
Senior Financial Asst - FMRE	1
Senior Marketing Analyst	1
Senior Occupational Therapist	1
Senior Operations Analyst	2
Senior Respiratory Therapist	3
Senior Social Worker	1
Senior Tax Analyst	3
Senior Treasury Analyst	3
Senior VP Community Health	1
Sinia Guild Director	1
Site Rep Purchasing & A/P	2
Sitter	1
Sr Legal Assistant	1
Sr Pharmacy Technician	10
Sr Planning & Marketing Analy	1
Sr Project Engineer Constr	2
Sr Reimbursement Analyst	2
Sr Respiratory Care Asst	1
Sr Risk Mgmt/Claims Consultant	2
Sr VP Chief Information Officr	1
Sr VP Chief Medical Officer	1
Sr Wage & Salary Analyst	4
Staff Auditor II	1
Staff Devel Instructor OR	1
Supervisor Radiology	2
Supv Accounts Payable	2
Supv Audit	1
Supv Care Management DRH	1
Supv Clinic Division	2
Supv Communications	2
Supv Ctrl Sterile Processing	3
Supv Logistics Management	4
Supv Patient Management	5
Supv Payroll	2
Supv Psychology Office	1
SVP Int'l Center/Phy Sales&Svc	1
SVP, Gov't Affrs/Gen Counsel	1
SVP, Managed Care	1
System Dir Plng & Construction	1
Systems & Development Speclst	4
Tax Analyst	1
Telephone Operator 889	29
Temporary Assignment CT	1
Temporary Assignment LDR	2
Temporary Assignment PAH	1
Temporary Assignment PAS	6
Training & Development Mgr	1

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<b>Job Title</b>	<b>Count</b>
Transporter	35
Trauma Prog Outreach Specist	1
Trauma Program Specialist-DRH	2
Treasury Manager	1
Triage Call Center Rep	3
Union Liaison	1
Unit Clerk	72
Unit Manager	7
Visually Handicapped Svcs Mgr	1
Voc Cmmnty Instr Vis Hand	4
VODI MIS Dir, Detroit Network	1
VP Academic Affairs	1
VP Corp Offices/Chief of Staff	1
VP Operations-DRH	1
VP Patient Care Svcs-DRH	1
VP Physician Sales and Service	1
WMD Response Educator	1
Workers Compensation Asst	4
Workers Compensation Specist	1
<b>TOTAL:</b>	<b>1715</b>



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AJG 7 2003

WORKFORCE TRANSITION

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Orchestra Place  
3663 Woodward Ave., Suite 200  
Detroit, MI 48201-2403

August 4, 2003

Workforce Transition Unit  
**Michigan Department of Career Development**  
Workforce Programs  
Victor Office Center – 5<sup>th</sup> Floor  
Lansing, Michigan 48913

**RE: Worker Adjustment and Retraining Notification Notice**

Dear Ms. Hennessey:

Please consider this letter formal notice of cancellation of the Detroit Medical Center's previously issued WARN announcements associated with the planned closing of the Detroit Receiving Hospital dated May 30, 2003.

As a result of the recent announcement of the \$50 million "bridge funding plan" from the City, County, State and Federal governments the previously announced WARN notices will no longer be in effect.

Should you have any questions or require further information regarding this matter, please contact Mr. Steve Wasilewski, Director, Employee and Labor Relations at (313) 578-3940.

Sincerely,

Ruthann Liagre  
Corporate Vice President, Human Resources

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