

## STATE OF NEW JERSEY

## FINAL ADMINISTRATIVE ACTION OF THE CIVIL SERVICE COMMISSION

In the Matter of Morgan Patrick and Krista Reale, Public Health Consultant 2, Health Education (S0984A), Statewide

**Examination Appeals** 

CSC Docket Nos. 2020-2513 and 2020-2402

**ISSUED:** MAY 22, 2020 (SLK)

Morgan Patrick and Krista Reale appeal the determinations of the Division of Agency Services (Agency Services) that they did not meet the education requirements for the open competitive examination for Public Health Consultant 2, Health Education (S0984A), Statewide. These appeals have been consolidated due to common issues presented.

The education requirements for the subject announcement were a Bachelor's degree supplemented by 30 credit hours in an accredited program in community health education or public health education. The experience requirements were three years of comprehensive professional experience in a large-scale community health and/or public health education program by the October 21, 2019 closing date. A total of 49 individuals applied for the subject examination and eight were admitted. The test date has not yet been set.

On Patrick's application, she indicated that she possessed a Master's degree in Public Health and a Bachelor's degree in Health Science, Public Health. Additionally, she indicated that she was provisionally serving in the subject title from June 2019 to the October 21, 2019 closing date, held various positions with Public Health Management Corporation from April 2012 to June 2019, a Lead Instructional Aide for the Children's Home of Burlington County from February 2010 to April 2012, and a Senior Team Leader for Target from May 2009 to February 2010. Agency Services credited her Bachelor's degree and having met the experience requirements but determined that she lacked 30 credits in community health education or public health education.

On Reale's application, she indicated that she possessed a Master's degree in health Promotion Management and a Bachelor's degree in Health and Exercise Science, Health Promotion. Additionally, she indicated that she was provisionally serving in the subject title from February 2014 to the October 21, 2019 closing date, a Health Educator for Memorial Healthcare System from November 2012 to February 2014 and a Health Educator for AtlanticCare Health Engagement from June 2008 to November 2012. Agency Services credited her Bachelor's degree and having met the experience requirements but determined that she lacked 30 credits in community health education or public health education.

On appeal, Patrick indicates that as an undergraduate, she chose the Public Health/Community Health track for her degree in Health Sciences. She explains that this track provided the foundation for planning, implementing and evaluating community-based health education models. Patrick presents that she is certified as a Community Health Education Specialist (CHES) by the National Commission for Health Education Credentials. She indicates that to be eligible to sit for this certification, she needed to have majored in Health Education or demonstrate that she completed 25 college credits in Health Education. She highlights specific courses at the undergraduate and graduate level that provided her over 30 credits in the required area that allowed her to sit for the CHES examination. Further, she submits materials from her undergraduate and graduate programs that explain the programs and the curriculum. Patrick also describes her experience in various positions and how it relates to the required experience. Additionally, she submits a letter from her supervisor in support of her appeal.

Reale presents that she has a Master's degree in Health Promotion Management and is CHES certified. She highlights specific courses at the undergraduate and graduate level that provided her over 30 credits in the required area that allowed her to sit for the CHES certification. Reale provides documentation to show that she was a speaker at a Society for Public Health Education conference and is the Awards and Scholarship Committee Chair for the New Jersey Society of Public Health Education.

## CONCLUSION

*N.J.A.C.* 4A:4-2.1(g) provides that the Civil Service Commission (Commission) can accept clarifying information in eligibility appeals. For example, information submitted on appeal pertaining to duties in a given position that expands or enlarges information previously submitted is considered clarifying and is accepted.

Initially, Agency Services correctly determined that Patrick and Reale were not eligible for the subject examination as there applications and supporting documentation did not clearly show how they met the education requirements. However, on appeal, they highlight that they are CHES certified. Further, Patrick and Reale present that to be able to sit for the CHES certification, you need to major in Health Education or have 25 college credits in health education. Additionally, Patrick and Reale highlight the specific courses that they took in college and in graduate school which gave them more than 30 credits in the required area for the CHES certification and the subject examination. Given this clarification, the Commission finds that Patrick and Reale possessed the required education by the closing date.

## **ORDER**

Therefore, it is ordered that the appeals be granted, and Morgan Patrick's and Krista Reale's applications be processed for prospective employment opportunities only.

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 20<sup>TH</sup> DAY OF MAY, 2020

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