

B-49



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Christine Yetman,
Recreation Therapist, (C0030S),
Passaic County

Examination Appeal

CSC Docket No. 2014-3202

ISSUED: SEP 05 2014 (SLK)

Christine Yetman appeals the determination of the Division of Selection Services (Selection Services) that she was below the minimum requirements in experience for the open competitive examination for Recreation Therapist, (C0030S), Passaic County.

The examination at issue was announced with specific requirements that had to be met as of the January 8, 2014 closing date (see attached). Four individuals applied for the subject examination and all the candidates were determined to be ineligible. Consequently, the subject examination was cancelled.

On Ms. Yetman's application, she indicated that she was provisionally serving in the subject title from April 2013 to the January 8, 2014 closing date. A review of agency records indicates that she was provisionally serving in the title under test from December 2013 to the January 8, 2014 closing date and that she was a Recreation Therapy Aide from April 2013 to December 2013. She also possesses a Bachelor's degree. Selection Services credited her with nine months of experience based on her experience with the appointing authority from April 2013 to the January 2014 closing date, but determined that she lacked three months of applicable experience.

On appeal, Ms. Yetman states that she has been employed at the Preakness Health Center as a Recreation Therapist since April 2013 and, prior to starting there, she had been a volunteer for four months. She presents that her duties in the subject title include managing the Minimum Data Set for the subacute/dementia

unit and vent unit residents. As part of these responsibilities, she indicates that she attends weekly family and care plan meetings, plans and executes a therapeutic program targeted towards the individual resident's needs, engages residents physically and mentally in activities to maintain and improve cognitive ability, and takes residents out on trips to restaurants, shopping, and bingo. She also highlights that she has a Bachelor's degree in Psychology.

CONCLUSION

N.J.A.C. 4A:4-2.3(b)2 requires applicants to possess all the requirements specified in an announcement for an open competitive examination by the closing date. Further, *N.J.A.C.* 4A:1-1.2(c) states that the Civil Service Commission (Commission) may relax a rule for good cause in order to effectuate the purposes of Title 11A, New Jersey Statutes.

Based on her application, Selection Services correctly determined that Ms. Yetman did not meet the required experience as of the January 2014 closing date. However, she gained the additional experience to satisfy the experience requirement after the closing date. Moreover, the record evidences that the examination was cancelled due to a lack of qualified candidates. Therefore, under these circumstances, good cause exists to relax the provisions of *N.J.A.C.* 4A:4-2.3(b)2 and accept Ms. Yetman's experience after the closing date and admit her to the subject examination. Accordingly, admitting the appellant to the subject examination will provide the appointing authority with an eligible list so that it can make a permanent appointment.

ORDER

Therefore, it is ordered that the appeal be granted, and the appellant's application 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 3rd DAY OF SEPTEMBER, 2014



Robert M. Czech
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

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

Attachment

c: Christine Yetman
Anthony De Nova
Dan Hill
Joseph Gambino



Job Announcements

Symbol: C00305 Title: **RECREATION THERAPIST**

Issue Date: 12/18/2013

Jurisdiction: PASSAIC COUNTY

Num. of Positions: 1

Application Fee: \$25.00

Closing Date: 01/08/2014

Salary: \$35,166.00 - \$47,908.00 Per Year

Workweek: 40 Hours per week

OPEN TO RESIDENTS OF:

Passaic County

REQUIREMENTS:

EDUCATION AND EXPERIENCE: Graduation from an accredited college or university with a Bachelor's degree in Therapeutic Recreation or in Recreation with a therapeutic concentration.

NOTE: Therapeutic concentration in recreation is defined as including all of the following:

1. A minimum of three courses exclusively dealing with therapeutic recreation content. 2. Completion of six months of field placement experience in a clinical, residential, or community based therapeutic recreation program. 3. Completion of supportive course work which includes a minimum of eighteen (18) semester hour credits from four (4) of the six (6) areas listed below:

Psychology, Sociology, Physical/Biological Sciences, Special Education, Human Services and Adapted Physical Education

OR

Graduation from an accredited college or university with a Bachelor's degree plus one (1) year of experience in conducting therapeutic recreation activities in a clinical, health care, residential, or community-based therapeutic recreation program.

OR

Possession of a valid certificate as a therapeutic recreation specialist issued by the National Council for Therapeutic Recreation Certification.

NOTE: Graduation from an accredited college or university with a Master's degree in Recreation Therapy may be substituted for the (one) 1 year of work experience described above.

NOTE: Please submit a copy of your transcript and/or a copy of your certificate with your application. Failure to do so will result in ineligibility.

NOTE: Foreign transcripts must be evaluated by a recognized evaluation service. Please submit a copy of your transcript with your application. Failure to do so will result in ineligibility.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

IMPORTANT INFORMATION:

1. NJAC 4A:4-2.3(b) states that all requirements must be met as of the closing date.
2. Online applications must be completed and submitted by the closing date listed above.
3. **You must complete your application in detail.** Your score may be based on a comparison of your background with the job requirements. **Failure to complete your application properly may lower your score or cause you to fail.**
4. If an employment list results from this announcement, it may be certified to fill full-time and part-time positions.
5. If the announcement is open to residents of more than one jurisdiction, the eligible list will be ranked according to that residency sequence. Please click here for additional information.
6. Effective September 1, 2011, the New Jersey First residency law was enacted. Please click here for additional information.
7. In accordance with Public Law 2010 c. 26, Veterans pay a reduced application fee of \$15.00 if they have previously established Veteran's Preference with the DMAVA (as defined by NJSA 11A:5-1 et seq) or their claim is approved by DMAVA at least 8 days prior to the issuance of the eligibility list. Please note this reduced fee does not apply to Public Safety titles.

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