

 Department of Children & Family Services <i>Building a Stronger Louisiana</i>	Division/Section	Executive Division
	Chapter No./Name	DCFS Departmental Policy
	Part No./Name	4 – Human Resources
	Section No./Name	4-41 Special Entrance Rates (SER) for Disability Determinations Services
	Document No./Name	4-41 Special Entrance Rates (SER) for Disability Determinations Services
	Effective Date	July 9, 2025

I. STATEMENT OF POLICY

In accordance with Louisiana State Civil Service Rule 6.5(b), Special Entrance Pay, it is the policy of the Department of Children and Family Services (DCFS) to utilize Special Entrance Rates (SER) for Disability Determinations specific job titles.

The purpose of this policy is to provide DCFS with a pay mechanism to address a number of issues to include the following: recruiting and retention problems and market pay conditions.

II. PROCEDURES

This policy shall apply to all new hires and current employees in the specified job titles listed below within the following programs within the Division of Family Support: **Disability Determinations Services**.

All employees in the specified job titles on the date of implementation shall either be brought up to the SER or receive a corresponding adjustment of 10%, whichever is greater. No employee shall be paid at a rate that exceeds the range maximum. The applicable job titles and pay rates are referenced below:

Job Title	Job Code	Pay Level	Pay Rate
Disability Determinations Examiner 1	173640	SS-411	\$20.62
Disability Determinations Examiner 2	173650	SS-412	\$22.06
Disability Determinations Examiner 3	173660	SS-413	\$23.60
Disability Determinations Examiner 4	173670	SS-414	\$25.25
Disability Determinations Specialist	173040	SS-415	\$27.02
Disability Determinations Supervisor	173050	SS-416	\$28.91
Disability Determinations Consultant	173030	SS-417	\$30.93
Disability Determinations Manager 1	173060	SS-419	\$34.18
Disability Determinations Manager 2	173070	SS-421	\$37.77
Disability Determinations Manager 3	176000	SS-422	\$40.41
Disability Determinations Director	173080	SS-423	\$43.24

III. FORMS AND INSTRUCTIONS

There are no forms and instructions associated with this policy.

IV. REFERENCES

[Civil Service Rule 6.5\(b\)](#)