

NOTICE OF JOB OPPORTUNITY

POSITION: QUALITY MANAGER

DUTIES: Direct and support quality improvement for a community health center, focused on the delivery of quality patient care. Establish and maintain continuous quality improvement (QI)/quality assurance (QA) program including PCMH (patient-centered medical home) in collaboration with Chief Medical Officer and Chief Operations Officer. Set priorities and devise action plans to achieve goals. Develop and implement systems, policies, and procedures for the identification, collection, and analysis of performance measurement data in the areas of clinical issues, environmental issues, management issues, financial issues, and patient experience. Educate and train staff and business associates in carrying out QI plan. Perform audits and review patient surveys. Implement QA regulations organization-wide to ensure standards and regulatory requirements are being met. Lead various committees (QI, patient satisfaction, peer quality) and present reports to the Board of Directors. Develop timelines and deadlines for quality grant funding opportunities and monitor grant monies awarded/received. Maintain current and accurate records of all relevant communications, audits, corrective action plans, and effectiveness monitoring. Supervise work of quality data analyst in gathering/interpreting data and preparation of reports.

MINIMUM QUALIFICATIONS: Master's degree in Health Care Administration or related; MS Excel (pivot tables, statistic functions, logic functions, data importing); MS Access (queries and reporting); MS PowerPoint (presentations); coursework in healthcare operations and delivery systems, healthcare management, quality improvement, federal and state regulation of healthcare facilities, quantitative methods, and statistics.

RATE OF PAY/HOURS: \$95,805/year. 40 hours/week.

EMPLOYER/JOB SITE: Livingston Community Health dba Livingston Health Center, 600 B Street, Suite A, Livingston, CA 95334

TO APPLY, EMAIL QUALIFICATIONS TO: rquan@visitlch.org

This posting is being made in connection with the filing of a Permanent Alien Labor Certification Application. Any person may provide documentary evidence bearing on this Application to: Certifying Officer, U.S. Department of Labor, Employment & Training Administration, Office of Foreign Labor Certification, Atlanta National Processing Center, Harris Tower, 233 Peachtree Street, Suite 410, Atlanta, GA 30303.
