



Clinical Compliance Manager

SALARY INFO:

Starting Salary: \$59,331.12 - \$96,579.45

Pay Grade: N

AGENCY SUMMARY:

The Georgia Department of Community Health (DCH) is one of Georgia's four health agencies serving the state's growing population of almost 10 million people. DCH serves as the lead agency for Medicaid, oversees the State Health Benefit Plan (SHBP), and includes Healthcare Facility Regulation, impacting one in four Georgians. Through effective planning, purchasing and oversight, DCH provides access to affordable, quality health care to millions of Georgians, including some of the state's most vulnerable and under-served populations. Six enterprise offices support the work of the agency's four program divisions. DCH employees are based in Atlanta, Cordele and across the state.

DCH is committed to providing superior **C**ustomer Service and **C**ommunication, embracing **T**eamwork and fostering **A**ccountability to ensure that our internal and external customers and stakeholders feel included, respected, engaged and secure.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Works closely with the Healthcare Programs unit team members and other State Health Benefit Plan (SHBP) staff, internal and external stakeholders and SHBP vendors, as appropriate, to develop and achieve and evaluate SHBP's clinical goals and initiatives.
2. Under minimal supervision, establishes operating procedures, practices and guidelines and communicates them with SHBP staff for coordination programs such as the Diabetes Action and Awareness Program (DAAP) and Cancer screening Initiatives (i.e. Colorectal cancer screenings)
3. Under minimal supervision, establishes operating procedures, practices and guidelines and communicates them with SHBP staff for coordination of clinical programs and pilots.
4. Under minimal supervision, establishes operating procedures, practices and guidelines and communicates them with SHBP staff for coordination of the Chronic Condition Remote Monitoring (CCRM) initiative
5. Reviews and analyzes reporting related to Chronic Disease Management, Co-Pay/Co-Insurance Waiver Program, Bariatric Surgery, and weight loss and evaluate effectiveness of existing programs and initiatives.
6. Maintains a blend of clinical expertise, management skills, and a strong focus on fraud prevention.
7. Acts as a Subject Matter Expert on clinical call calibration sessions.
8. Reviews Plan materials and prepares and conducts meetings and presentations for SHBP on clinical and quality initiatives when requested.
9. Develops and enforces quality assurance processes to maintain high standards of care in clinical programs.



10. Serves as SHBP In House Data Expert. Stays abreast of all trends with SHBP data, is proficient in data (clinical and claims) analysis and recommending solutions. Alerts leadership to changes or critical trends.
11. Attends clinical, account, and operational meetings with Plan vendors. Reviews reports by vendors for other additional impact to SHBP.
12. Reviews, maintains, and edits Plan documents including SPDs, EOCs, and Decision Guides for accuracy and changes. Analyzes healthcare trends and vendor experiences to improve SHBP communications.
13. Serves as contact with internal DSS partners and SHBP staff to ensure that all SHBP data is correctly housed in data warehouse. Generates reports on ad hoc basis as needed by leadership. Acts as SME on SHBP data on the commercial business side. Reviews data and prepares dashboard and other reports that will enable SHBP staff to manage and respond to clinical trends.
14. Some travel required (~30%).
15. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in health care services or related field from an accredited college or university **AND** four (4) years of professional managerial or supervisory experience in health care services;
- OR**
- two (2) years of experience at the lower-level Mgr. 2, Hlth. Care (HCM011) or position equivalent.

Note: Some positions may require certification and/or licensure.

PREFERRED QUALIFICATIONS:

- Registered Nurse or Master's Prepared Individual in Public Health or Health related field with emphasis in data analysis and clinical/health care project management.
- Extensive experience in the area of healthcare and data analysis.
- Proficient in Project Management, Adobe Pro, Tableau, and Microsoft Office (Word, PowerPoint, and Excel).