

INTERNAL/EXTERNAL POSTING



POSITION OPENING

Quality Systems and Compliance Supervisor

(Echols Location)

VACANT POSITION AVAILABLE: Quality Systems and Compliance Supervisor

MINIMUM REQUIREMENTS: Master's degree in a human service related field of study required (MSW preferred). Five years CMH experience preferred. Strong knowledge and skills in the use of computers and relevant software; experience with electronic health records preferred. Excellent organizational skills required with the ability to manage several assignments and projects simultaneously. Excellent communication skills, both verbal and written, and the ability to present effectively in a group setting. Knowledge of statistics, analysis techniques and graphical and other visual types of communication. Knowledge of laws, policies, rules, regulations, procedures, practices and principles related to CMHSP services. Valid driver's license and automobile insurance are required.

SUMMARY OF RESPONSIBILITY: Responsible for providing quality systems management to continually improve the effectiveness and efficiency of organizational performance related to quality assurance, performance improvement, utilization management and compliance. Serves as the Compliance and Privacy Officer and provides leadership to the TBHS Compliance Program including compliance with the MDHHS contract and other federal/state-level laws, regulations and requirements, etc. Represents TBHS on the regional Corporate Compliance Committee. Serves as the TBHS administrative liaison for site visits, reviews and audits by governing bodies. Provides leadership in the maintenance of accreditation standards and requirements. Works closely with clinical leaders on the development of an Utilization Management Program and participates in reviews. Represents TBHS on the MSHN Utilization Management Committee. Provides quality assurance/performance improvement training to TBHS staff. Ensures timely and accurate reporting of data and outcomes. Provides supervision and guidance to performance improvement staff. Assists with the Peer to Peer Committee. Represents TBHS on the MSHN Performance Improvement Committee. Demonstrates knowledge of and actively supports culturally competent, recovery based practices.

POSITION TYPE: Full-time; Hourly

RATE OF PAY: \$30.69 - \$36.93 per hour

IF INTERESTED: Submit resume and letter of application to: Human Resources Supervisor, c/o: Tuscola Behavioral Health Systems, 323 N. State St, Caro, MI 48723; www.tbhsonline.com; EOE

APPLICATION DEADLINE: Open until position is filled.

RE-POSTED: October 6, 2022