

Quality and Compliance Specialist

State of North Carolina – Dept. of Health and Human Services
Job Location: Raleigh, NC/Hybrid
Full Time/Days

JOB SUMMARY:

This Facility Compliance Consultant II position serves as the Quality and Compliance Specialist for the Adult Care Licensure Section and assists the Director of Programs in ensuring the quality and timeliness of the Section's investigation reports and enforcement actions.

MINIMUM REQUIREMENTS:

- Working knowledge of the licensing and regulation of health care services and recognized professional standards.
- Working knowledge of the rules and statutes governing the regulation and operation of adult care homes in North Carolina.
- Knowledge of the processes related to the regulation of human care services, including conducting surveys/investigations and writing reports of survey findings.
- General knowledge of medical terminology; common disease processes and body systems; common diseases and conditions impacting aging and older adults in long term care settings; types of behavioral health and ID/D diagnoses and symptoms; and skills in applying this knowledge in a review of medical records to make compliance determinations.
- Working knowledge of Microsoft Office products, virtual working environment, virtual training and meeting platforms such as WebEx, MS Teams, and Zoom, data management using folders, import, export functions, as well as the ability to master new computer technology and databases and complete work electronically.
- Experience with leading teams and effectively managing the performance of direct reports.
- Must possess and maintain a valid driver's license.
- If a nurse, must possess a current license to practice as a Registered Nurse in North Carolina.
- Two years of supervisory level experience, preferably in adult care homes or as a provider in long term care services.
- Two years of experience applying rules and regulations to determine compliance.

EDUCATION/LICENSES/CERTIFICATIONS:

- Bachelor's degree, preferably in a health or human service-related field from an appropriately accredited institution and four years' experience in surveying, clinical and/or administration of a program in a related health field; **-OR-**
- An equivalent combination of education and experience; **-OR-**
- Master's degree in a health or human services related field from an appropriately accredited institution and two years' experience in surveying, clinical and/or administration of a program in a related health field.

ADDITIONAL INFORMATION:

For candidates within a 35-mile radius of the Raleigh office, this will be an office-based position with the potential for a hybrid telework schedule. Candidates may be home-based if they live more than 35 miles from the Raleigh office, however, there is an expectation that they will be expected to travel to the Raleigh office on a quarterly basis.

FOR MORE INFORMATION/TO APPLY:

<https://www.governmentjobs.com/careers/northcarolina/jobs/3974937/quality-and-compliance-specialist>