



# Hospital Compliance Officer

Job Location: Salinas, California  
Full Time/Days

## JOB SUMMARY

Natividad is accepting applications for a permanent, full-time Hospital Compliance Officer to plan, organize and coordinate various functions, operations and activities pertaining to compliance at Natividad. The incumbent will develop, coordinate and administer systematic hospital compliance programs; develop and administer goals, objectives, policies and procedures; and participate in hospital-wide strategic development and planning processes.

## MINIMUM QUALIFICATIONS

### Experience:

Five years of increasingly responsible professional or analytical experience in a health care institution that included responsibility for administering and monitoring compliance activities, including at least one year in an acute care hospital setting. Experience should clearly demonstrate skill in administering healthcare compliance program functions and activities.

### Education/Training:

Completion of course work from an accredited college or university leading to a Bachelor's degree in health care administration, business administration, public administration, finance, health science, or a closely related field.

### Certification:

Professional certification as a Certified Healthcare Compliance Professional (CHCP) from the American Institute of Healthcare Management is highly desirable.

### Thorough knowledge of:

- Local, State and Federal laws, rules, regulations and ordinances pertaining to acute care hospital operations
- The Joint Commission requirements and standards for acute care hospitals
- Principles, practices and techniques of compliance management, including program planning, fiscal/financial analysis, basic accounting, program implementation, administration and evaluation
- Effective research techniques utilized in the analysis of organizational compliance
- Best practices in developing and administering compliance programs
- Principles, practices and techniques of policy development
- Report writing and basic statistics
- Principles and practices of business administration, including planning and organizing work, fiscal management, administrative problem solving, strategic planning and goal setting, and the implementation of effective solutions

## FOR MORE INFORMATION/TO APPLY

For application materials, apply to Natividad, HR, 1441 Constitution Blvd., Salinas, CA 93906, or apply online at <https://www.governmentjobs.com/careers/montereycounty/jobs/4732208/hospital-compliance-officer?page=2&pagetype=transferJobs> or visit <http://www.natividad.com>.