

# Quality Audit Specialist

**ResCare Community Living**

Job Location: Dunbar, WV

Full Time/Days

## **JOB SUMMARY:**

Our Quality, Risk and Compliance teams focus on maintaining compliance and auditing to mitigate risk for our operations. This keeps the company in compliance with State, Federal and overall company requirements, but most importantly to keep our clients safe and to help them live their best life.

## **MINIMUM REQUIREMENTS:**

- One to three years prior work experience in Community Living, Home Care, Home Health, Hospice or Rehab Without Walls required
- Prior experience in conducting audits/quality reviews or experience in WV IDD Waiver services preferred
- Must be able to work independently
- Requires excellent written and oral communication skills
- Proven ability to manage multiple priorities
- Working knowledge of regulatory requirements for assigned Line of Business
- Excellent computer skills including Microsoft Word, Excel and PowerPoint
- Must be willing to work flexible hours
- Reviews will be completed in the operations to include residential homes, day programs, host/foster family homes, client homes and offices

## **ADDITIONAL INFORMATION:**

- Requires up to 100% travel across multiple states
- Remote work such as developing reports and preparation can be completed at home offices

## **FOR MORE INFORMATION/TO APPLY:**

<https://careers-brightspring.icims.com/jobs/164132/quality-audit-specialist/job>