

Special Investigative Unit Coordinator

Independent Living Systems (ILS)

Job Location: Tallahassee, FL

Full Time/Days

JOB SUMMARY:

The Special Investigative Unit (SIU) Coordinator plays a critical role in overseeing and managing investigations related to fraud, abuse, and other compliance issues within the healthcare and social assistance sector. This position ensures that all investigative activities are conducted thoroughly, ethically, and in accordance with regulatory standards and organizational policies. The coordinator acts as a liaison between internal departments, external agencies, and legal entities to facilitate information sharing and resolution of cases. By leading a team of investigators, the coordinator ensures timely and accurate documentation, analysis, and reporting of findings to support corrective actions and risk mitigation. Ultimately, this role contributes to safeguarding organizational integrity, protecting members' rights, and maintaining compliance with healthcare laws and regulations.

MINIMUM REQUIREMENTS:

- Minimum of 3 years of experience in healthcare investigations, compliance, or a related area.
- Strong knowledge of healthcare laws, regulations, and compliance standards including HIPAA and Medicare/Medicaid rules.
- Proven experience in managing investigative teams or projects.

EDUCATION/LICENSES/CERTIFICATIONS:

- Bachelor's degree in Criminal Justice, Healthcare Administration, Social Work, or a related field.

PREFERRED QUALIFICATIONS:

- Master's degree in Criminal Justice, Healthcare Administration, Social Work, or a related field.
- Certification in Fraud Examination (CFE) or Healthcare Compliance (CHC) is highly desirable.
- Experience working within a Special Investigative Unit or similar healthcare fraud prevention team.
- Familiarity with data analytics tools and investigative software.
- Advanced degree in a relevant field such as Public Health, Law, or Business Administration.
- Demonstrated ability to work collaboratively with law enforcement and regulatory agencies.

FOR MORE INFORMATION/TO APPLY:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=3c0dd3d5-4999-41d7-98cc-1480c2ec7b18&cclid=19000101_000001&lang=en_US&jobId=573646