

CLASS TITLE: CHIEF, FAMILY HEALTH SYSTEMS

Class Code: 02625600

Pay Grade: 37A

EO: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: Within the Department of Human Services, Division of Health Care Quality, Financing and Purchasing, to be responsible for the planning and development of statewide health programs, in accordance with the provisions of Title XIX of the Federal Social Security Act, focused on the needs of specific populations of eligible recipients and encompassing the full spectrum of individual and family health needs; to identify and assess service delivery system needs, plan and implement strategies, set program priorities, and develop new initiatives to address areas of deficiency; to coordinate and integrate such programs and initiatives into a comprehensive health delivery system with linkages to social supports; and to do related work as required.

SUPERVISION RECEIVED: Works under the direction of Administrator, for Medical Services with considerable latitude for the exercise of independent judgement in the discharge of duties and responsibilities; work is reviewed for the application of accepted professional principles, methods and techniques and for conformance to laws, rules and regulations.

SUPERVISION EXERCISED: Plans, organizes, reviews and evaluates the work of a professional, technical and clerical staff.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, design and develop statewide health programs, focused on the needs of specific population of eligible recipients and encompassing the full spectrum of individual and family health needs.

To work collaboratively with other state departments, community agencies, advocacy groups, and consumers to identify and assess service delivery system needs, plan and implement strategies, set program priorities, and develop initiatives to address areas of deficiency or demand.

To coordinate and integrate such programs and initiatives into comprehensive health delivery system with linkages to social supports.

To work with financial and budget staff to design financing strategies and payment mechanisms that support service delivery in the most economic fashion possible.

To define program outcomes and measures that enable programs to be constantly monitored and evaluated for performance.

To work collaboratively with professional and technical staff within the Division and Department to promote and achieve program objectives.

To provide leadership and representation at technical, professional and community conferences.

To supervise and review the work of professional, technical and clerical staff.

To do related work as required.

REQUIRED QUALIFICATION FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of health care delivery systems that provide comprehensive primary specialty, and supportive care to families and children, to adults with disabilities, or to the elderly; a thorough knowledge of the public and private mechanisms which finance the service delivery system; the ability to plan, organize, coordinate, and direct such a program and to evaluate its effectiveness; the ability to coordinate the professional, technical and administrative staff engaged in the delivery system; the ability apply management principles, practices, and techniques in the administration of programs; the ability to maintain effective relationships with superiors, associates, the community, and public and private agencies; the ability to address professional and other groups on the objectives and activities of the Division; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: possession of Master's Degree in Health Administration, Public Administration, Hospital Administration, Business Administration, Hospital Administration, Business Administration, or a closely related field; and

Experience: Such as may have been gained through: employment in a responsible position in developing and/or administrating a public health program or service; employment in a responsible position engaged in coordination of activities of medical or other groups engaged in providing similar services of functions for the benefit of the public; employment in an academic or research capacity with emphasis on health systems;

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: June 7, 1998

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