

CLASS TITLE: PRINCIPAL HEALTH FACILITY SURVEYOR

Class Code: 02257400
Pay Grade: 29A
EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan, coordinate and supervise the making of inspections of health care facilities such as hospitals, nursing homes, intermediate care facilities, etc. to insure adequate standards of services and to insure compliance with state and federal standards and regulations for the determination of initial and continued eligibility for state licensure and federal certification; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude for the exercise of independent judgment; work is reviewed for conformity with department policies and results obtained.

SUPERVISION EXERCISED: Plans, organizes directs and reviews the work of surveyors of lower rank assigned to specific surveys; or of comparable staff in contracted service provider programs.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, coordinate and supervise the making of inspections of health care facilities such as hospitals, nursing homes, intermediate care facilities, behavioral health, and developmental disabilities programs etc. to insure adequate standards of services and to insure compliance with state and federal standards and regulations for state licensure and federal certification.

To direct a review of medical records of patients and insure that prescribed medication and treatment is given to the patient in accordance with physician's orders.

To schedule an inspection of the physical facilities to see that they are in compliance with federal and state regulations.

To direct a review of staffing patterns and personnel qualifications to insure adequate staffing and proper personnel standards and patient care policies.

To review reports of surveyors and recommend certification or de-certification to proper federal authorities.

To direct the preparation of proper reports related to the survey findings noting deficiencies or discrepancies and to schedule follow-up investigations after a reasonable time to make sure they are corrected.

To explain deficiencies or discrepancies to officials of facilities and recommend ways to eliminate said deficiencies and discrepancies.

To advise facility officials on ways of utilizing available medical resources and assist in developing new medical resources.

As required, to direct a review of nursing care at health care facilities.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of Rhode Island and federal laws and regulations relative to the licensing, regulation and inspection of health care facilities such as hospitals, nursing homes, intermediate care facilities, behavioral health and developmental disabilities programs etc. and the ability to interpret such laws, rules and regulations; a thorough knowledge of standards of services, facilities and physical layout for such homes and the ability to apply these standards in directing surveys; a thorough knowledge and sound understanding of social and human relationships, problems and needs in dealing with aged and convalescent persons; the ability to prepare or direct the preparation of reports containing findings, analyses, conclusions and recommendations; the ability to plan, coordinate and supervise the work of a staff engaged in making inspections of health care facilities such as hospitals, nursing homes, intermediate care facilities, etc. and ability to establish and maintain effective working relationships with officials of said facilities and assist them by providing advice and guidance; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing or certification in Rhode Island as a Registered Nurse and a certificate of successful completion in an approved course in health facility inspection; and

Experience: Such as may have been gained through: employment as a Senior Health Facility Surveyor or employment in a responsible position in a hospital or institution providing medical care services which involved application of required medical care licensing and accreditation standards.

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

Class Revised: March 19, 2006