

SAN JOAQUIN GENERAL HOSPITAL & SAN JOAQUIN COUNTY CLINICS

ARE RECRUITING FOR:

MANAGEMENT ANALYST III



SJGH

500 W. Hospital Road
French Camp, CA 95231
Phone: 209-468-6918



SAN JOAQUIN COUNTY

Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton, CA 95202
Phone: 209-468-3370

Recruitment Announcement
#0217-RM0226-01

THE POSITION

San Joaquin General Hospital and the San Joaquin County Clinics are seeking a highly ethical, principled and talented Management Analyst III to join the Population Health Unit.

The Management Analyst III will serve as the functional lead over the population health management business unit with primary responsibility of supporting the Chief Medical Information Officer (CMIO) in implementing and managing population-based programs and initiatives. The incumbent will oversee five functional domains within the population health management department: panel management; quality/outreach; patient engagement; care coordination; and the PRIME project management office.

THE DEPARTMENT

San Joaquin General Hospital is designated level III Trauma Center and a certified Primary Stroke Center. The hospital Certified Stroke Program has achieved recognition by American Heart & Stroke Association and is recipient of the Gold Plus Award.

The hospital, originally established in 1857, is a 196-bed general acute care public facility providing a full range of both inpatient and outpatient services. In addition to providing direct medical services, the hospital is active in providing education for health professionals through post-graduate residency programs in General Surgery, Internal Medicine and Family Practice and has trained over 3,000 physicians since the residency programs were established in 1932. The hospital also participates in clinical affiliation agreements for training programs in a variety of health professions including Registered and Licensed Vocational nurses, Pharmacists, Radiology Technologists, Social Workers and Respiratory Therapists.

San Joaquin General Hospital's friendly staff is committed to creating a warm and personal environment which is sensitive to both a patient's emotional and physical needs. The staff of San Joaquin General Hospital work hard to provide the highest quality health care services to the residents of San Joaquin County.

MANAGEMENT ANALYST III

THE IDEAL CANDIDATE

The ideal candidate will possess excellent leadership and proven professional analytical skills. Experience should include a strong understanding of regulatory requirements that impact population based programs and initiatives. Knowledge of Public Health Redesign Incentives in Medi-Cal (PRIME) is highly desired and preferred.

The Population Health Unit is comprised of:

- Clinical Case Management
- Patient Engagement & Education
- Quality & Outreach
- Panel Management
- PRIME PMO

TYPICAL DUTIES

- Develop and manage the strategic plan for the population health management business unit
- Plan and develop workflows for population health management staff in their various functional domains
- Acts as a key resource between the population health management department, the clinical informatics department, the ambulatory care service lines, and other relevant hospital departments on the planning, development, and implementation on new population health initiatives
- Liaises with clinical informatics leadership on requirements development for and consumption of analytical platforms that drive population health programs
- Builds strong relationships with clinicians and support staff on relevant projects
- Manages the PRIME project management office and coordinates activities of project managers working on PRIME and other waiver projects
- Keeps abreast of key developments in population health and uses industry knowledge and experience to define requirements for novel programs
- Supports population health management staff in staff development activities and serves as key escalation point for issues that may arise in each of the five functional domains mentioned above
- Prepares executive summaries and reports documenting progress, risks, and opportunities in the population health unit
- Tracks and supports completion on critical deliverables and performs other related duties as assigned by the Chief Medical Information Officer



MANAGEMENT ANALYST III

COMPENSATION PACKAGE

San Joaquin County offers a competitive compensation package.

Annual Base Salary: \$80,642-\$98,051

In addition to the base salary, the County offers an excellent benefit plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits offered by the County include:

- ♦ A 1% employer contribution to the County's 457 Deferred Compensation Plan

Other benefits include:

- ♦ 1937 Retirement Act plan with reciprocity with CALPERS.
- ♦ 125 Flex Spending Benefits Plan
- ♦ 12 days sick leave annually with unlimited accumulation
- ♦ 10 days of vacation leave (15 days after 10 years and 23 days after 20 years)
- ♦ 10 days administrative leave per year

www.sjgov.org/departments/hr/benefits

MINIMUM QUALIFICATIONS

The following minimum qualifications were approved by the Civil Service Commission on February 8, 2017.

Note: Supplemental Application required.

Education: Graduation from an accredited four year college or university with a major in public or business administration, economics, social or behavioral science, or a closely related field.

Experience: Three years of responsible managerial, fiscal, personnel or governmental administrative and/or analytical work, one year of which must have been at a level equivalent to Management Analyst II in San Joaquin County service, with one year of responsible programmatic and analytical experience evaluating and implementing health care and/or outpatient clinic related programs that includes facilitating programmatic changes across multiple departments and agencies.

Substitution: A Master's Degree in public or business administration, economics, or closely related field from an accredited college or university may be substituted for one year of the non-healthcare program experience.

APPLICATION & SELECTION

Completed application package including supplemental application must be submitted to the Human Resources Division by the final filing date:

Final Filing Date: February 24, 2017

Apply Online Today:

Website: www.sjgov.org/departments/hr

Or submit your application, supplemental and resume to:
San Joaquin County Human Resources
44 N. San Joaquin Street Suite 330
Stockton, CA 95202
Tel: 209.468.3370
Fax: 209.468.0508

"Our community's health and well-being is our highest priority!"



MANAGEMENT ANALYST III



SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately, limit-one page per question. Please provide a ***detailed description*** of your experience including **employer name, position title and dates of employment with each answer.** These questions will be reviewed in evaluating your qualifications.

1. Graduation from an accredited four year college or university with a major in Public or Business Administration, Economics, Social or Behavioral Science or closely related field is required. Please identify the type of degree received, major, and the name of the college or university.
2. Describe your work experience which required responsible managerial, fiscal, personnel or governmental administrative and/or analytical work. Include in your response: Job Title, Employer's Name, Dates of Employment, Hours Worked per Week, and a detailed description of your responsibilities in these areas.
3. Describe your experience evaluating and implementing a systematic method for collecting, analyzing, and using information to answer questions about projects, policies and programs. Include how you measured whether they were effective and/or efficient.
4. Describe your experience evaluating and implementing health care and/or outpatient related programs that include facilitating programmatic changes across multiple department agencies. Include detailed information on the types of programs and methods used while maintaining regulatory compliance.