



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Quality Assurance Coordinator [Classified Competitive]			Salary R29 \$83,619.58 - \$119,250.94
Posting Number 76-23	Position Number 101500	Number of Positions 1	Posting Period * From: 01/20/2023 To: 02/03/2023
Location: Office of the Commissioner, Integrated Health Services Office of Long-Term Care Resiliency 55 North Willow Street, 5th Floor Trenton, NJ 08618			Scope of Eligibility/Open to: All Departments/State Employees
GENERAL DESCRIPTION			
<p>Under the supervision of the Executive Director of the Office of Long-Term Care Resiliency (OLTCR), this position shall coordinate, organize, and supervise staff engaged in projects within the OLTCR and will identify and monitor the Quality Assurance process to improve the mission of the Department.</p> <p>This position will be tasked with collecting, analyzing and interpreting health data in order to track trends, plan appropriate interventions, measure quality, and collaborate with the supervisor to coordinate solutions. Will over-see project management to ensure standards, quality, and goals are achieved timely and will develop and procure resources to provide materials and documents to promote and organize the Department's tasks, projects, and mission towards Long-Term Care resiliency.</p> <p>This position may be eligible to participate in the Department's pilot telework program, which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>LICENSE: A license as a Registered Nurse in the State of New Jersey.</p> <p>EXPERIENCE: Five (5) years of experience in the monitoring and/or evaluation of clinical or human services records and/or programs in a hospital or other health services facility or in a human services agency.</p> <p>NOTE: A Bachelor's degree, and four (4) years of experience in the monitoring and/or evaluation of clinical or human services records and/or programs in a hospital or other health services facility or in a human services agency may be substituted for the above license and experience requirements.</p> <p>NOTE: A Master's degree in Public Health or a health care related field may be substituted for one (1) year of indicated experience.</p> <p>LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: <i>PSTOC@doh.nj.gov</i> • Mail the required documents to: Kevin Jennings, Supervising Mgt. Impr. Specialist Management and Administration Reference Posting #76-23 New Jersey Department of Health PO Box 360 Trenton, NJ 08625-0360 <p style="text-align: right;">Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume • completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf <p style="text-align: right;"><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>			

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
 - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
 - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
 - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
 - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
 - **The New Jersey Department of Health is an Equal Opportunity Employer.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*