



**Department of Human Services**

**OFFICE OF THE ASSISTANT COMMISSIONER FOR**

**HUMAN RESOURCES**

**PO Box 700**

**Trenton, NJ 08625-0700**

**CHRIS CHRISTIE Elizabeth connolly**

**Governor Acting Commissioner**

**KIM GUADAGNO Christina Mongon Lt. Governor Assistant Commissioner**

**Human Resources**

**OPEN TO: Permanent State employees as a promotional or lateral opportunity, *pending the rescission of applicable promotional and hiring restrictions.***

**STATE-WIDE DISTRIBUTION**

**JOB OPPORTUNITY #142-15**

**DATE: June 19, 2015**

**TITLE**: Director of Quality Assurance 61590

**SALARY**: $77,562.33 - $112,456.03

**LOCATION**: DMHAS, Ancora Psychiatric Hospital, 301 Spring Garden Road, Ancora, NJ 08037

**POSITION INFORMATION**

**DEFINITION**: Under direction of the Chief Executive Officer, at a psychiatric facility in the Department of Human Services, has responsibility for developing and managing all components of the institutional quality assurance system and administrative supervision of Program Evaluation, Utilization Review, Risk Management, Pre-Accreditation Review, Medical

Records, Management Information System, Discipline Standards, and Professional Growth and Development; performs related duties as required.

**EDUCATION**: A Doctoral degree from an accredited college in a mental health discipline, Public Health Administration, or Hospital Administration.

or

A valid license to practice medicine in the State of New Jersey.

**EXPERIENCE**: Five (5) years of experience in mental health-related research, teaching, or the provision and/or administration of mental health services, including two (2) years of supervisory experience.

and

Two (2) years experience in human services quality assurance programs consisting of some of the following areas: program evaluation, utilization review, accreditation compliance, discipline standards, medical records, professional growth and development service, standards compliance or their equivalent.

**NOTE:** A Master's degree from an accredited college in a mental health discipline, Public Health Administration, or Hospital Administration supplemented by two (2) additional years of experience in mental health related research, teaching, or the provision and/or administration of mental health services may be substituted for the Doctoral degree.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LISTS ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

**RESUME SUBMITTAL**

Interested candidates possessing the requirements listed, should forward resumes with the job opportunity # as indicated below:

**SUBMIT TO**: Alfred Filippini, Ancora Psychiatric Hospital, 301 Spring Garden Road, Ancora, NJ 08037

**EMAIL:** Alfred.Filippini@dhs.state.nj.us

**RESPOND BY**: July 3, 2015

**DHS-CO REVIEW**: DAB 06/19/15

***IMPORTANT NOTICES***

***(1) RESIDENCY*** *-* ***Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are “grandfathered.” New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption.  Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.***

***(2) DRUG SCREENING*** *- I****f you are a candidate for a position that involves direct client care in one of the Department of Human Services’ hospitals or developmental centers, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your 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. You will be advised if the position for which you’re being considered requires drug testing and how to proceed with the testing.***